



COMISSÃO LATINO-AMERICANA
DE AVIAÇÃO CIVIL

LATIN AMERICAN CIVIL
AVIATION COMMISSION

COMISIÓN LATINOAMERICANA DE AVIACIÓN CIVIL

SECRETARIA
Apartado Postal 27032,
Lima, Perú

CLAC 1.5.4.57/124

May 11th, 2017

To: AVIATION AUTHORITIES, AIRPORTS OPERATORS, AIRLINES AND REGULATORY ORGANIZATIONS OF AIRPORT CONCESSIONS

**Subject: Seminar LACAC/UAE on “Aviation Strategic Planning & Innovation”
(Lima, Peru, 7 to 11 August, 2017)**

Action required: Reply concerning attendance before August 4th, 2017

Dear Sir/Madam:

According to the LACAC Meeting Programme 2017/2018, it was agreed to carry out a **Seminar LACAC/UAE on “Aviation Strategic Planning & Innovation”**, within the framework of the Memorandum of Understanding to be subscribed between the Latin American Civil Aviation Commission (LACAC) and the Civil Aviation Authority of United Arab Emirates (UAE), specifically on the offer of contribute with training of officials from LACAC member States.

In this sense, I would like to confirm the celebration of the above-mentioned Seminar in Lima, Peru, from 7 to 11 August, 2017, at LACAC/ICAO Conference Room. Enclosed you will find the Agenda for this event (**Attachment 1**). As **Attachment 2**, you will find the provisional Programme and as **Attachment 3**, the profile of the Instructors.

This Seminar will be conducted in Spanish and English with simultaneous interpretation and would be useful to **aviation authorities, airports operators, airlines and regulatory organizations of airport concessions**. In that sense, please help us to circulate this letter throughout your State, in order to recipients get the invitation.

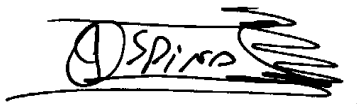
This event will have a US\$ 250.00 registration fee per attendee that will be useful to cover part of the administrative expenses of the event and can be paid before the event with organizations' own resources or through the training budget of ICAO technical cooperation project. The payment of the indicated amount must be paid in United States Dollars, either in cash or by electronic transfer to the following bank:

Royal Bank of Canada
Account number: 05101 404 6 892
ICAO Pool Account
Ste. Catherine and Stanley Branch
Montreal, Quebec, Canada
Swift Code: ROYCCAT2
Reference: RLA/06/801

The paying bank should **clearly indicate that the payment is for the Seminar LACAC/UAE on “Aviation Strategic Planning & Innovation”**, and this information should be transmitted to the receiving bank. After payment, please send a copy to this Secretariat, indicating the data for the participant.

Finally, because of the wide host of issues to be discussed at the Seminar, and the limited number of places, your Administration is urged to **indicate before August 4th, 2017** about participation in this event and inform the names and titles of staff members of your delegation. For this purpose, as **Attachment 4** you will find the pertaining confirmation form, which I would be grateful to return it to this Secretariat duly completed, via email. General information is included as **Attachment 5**.

I look forward to your prompt participation confirmation. Accept, Sir, the assurance of my highest consideration.

A handwritten signature in black ink, appearing to read 'M. Ospina', with a horizontal line underneath it.

Marco Ospina
Secretary of LACAC