



April 08, 2024

To: **All IFATSEA AFFILIATES**

**Subject: Update: Calling Notice for the IFATSEA 52<sup>nd</sup> General Assembly 20 to 24 October 2024 in Las Vegas, USA.**

Dear Esteemed Colleagues,

This is the official Calling Notice for the **IFATSEA 52<sup>nd</sup> General Assembly** with procedures for this year set out as follows.

The Assembly will be held at the **LINQ hotel & Casino**, Las Vegas, USA from 20 to 24 October 2024. The theme for this Assembly is:

***“Deal Us In! ATSEP, Key contributors to a Global seamless Airspace”.***

**1) Credentials, Assembly Registration, Hotel Reservation and Visa**

Article II, paragraph 7 of the IFATSEA Constitution requires each affiliated Association to appoint delegates to represent it at the General Assembly. One of these delegates shall be identified as the 'voting representative'. In addition, Article IV, paragraph 2(d) permits affiliates to have in attendance other representatives as advisors or committee members.

All participants are required to send the Credentials for the General Assembly 2024 to the IFATSEA Executive Board (exec.sec@ifatsea.org) at least 30 days prior to the opening day of the General Assembly 2024.

The registration will only be confirmed if the Form of Credentials is sent to the Executive Board. Please download Credentials Forms as attached or via the IFATSEA E-Library: <https://ifatsea.box.com/s/4vvs10o514lfzuwsq75w1vy10lluobfp>

The Affiliate PASS from the United States of America is devoting many efforts for organizing a fruitful and memorable Assembly.

We encourage all affiliates to support the host, PASS and the Assembly sponsors.

For Registration, Accommodation and more information please visit the official Assembly Website:



Registration Website: <https://www.ifatsea52ga.org>

Conference Registration fee: [USD300](#)

Accommodation: <https://book.passkey.com/go/SQIFA4>

For Affiliates that prefer to phone in their reservations, they may call the Reservation Center at 1-800-CAESARS (223-7277) to secure a reservation on group block.

Participants requiring visas should apply as soon as possible to get their visa in time.

Visa: For information regarding a visa to attend this conference, please visit the [U.S. State Department website](#).

## 2) Agenda

The Draft Agenda for the Assembly, Regional Meetings and Sub-Committees will be published and updated on the Assembly website. The final agenda will be published during the first week of August 2024. Affiliates who wish to give presentations during the Assembly should contact the Executive Board.

## 3) Elections

In line with the IFATSEA Constitution Article V paragraph 2, during the 2024 Assembly, there will be elections for elected members of the Executive Board with expiring tenure. Elections for elected Officers of the Board shall be held with a two years' interval to maintain continuity of Governance. The Officers up for election in this year are:

- i. President
- ii. Executive Secretary
- iii. Regional Director, Asia-Pacific
- iv. Regional Director, Europe

All nominations from the Affiliate members and any further information should be notified in writing to the Executive Secretary on [execsec@ifatsea.org](mailto:execsec@ifatsea.org).

Please, kindly follow this [link](#) to a promotional video of the event.

Thank you for your co-operation and looking forward to meeting you in Las Vegas. ,



Ing. Frank Kofi Apegyei  
Executive Secretary



Theodore Kiritsis  
President