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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref. T 6/11.32: AP094/12 (FS)

17 July 2012

Subject: Fatigue Risk Management Systems Seminar,
01-02 November 2012, Bangkok, Thailand

Action required: To note information, if interested,
register online at ICAO website at the earliest preferably
not later than 25 October 2012

Sir/Madam,

I have the honour to inform you that the International Civil Aviation Organization (ICAO), in association with the International Air Transport Association (IATA) and the International Federation of Airline Pilots' Associations (IFALPA), has organized a two-day seminar on Fatigue Risk Management Systems (FRMS) which will be held from 01 to 02 November 2012 at the ICAO Asia and Pacific Office, Bangkok, Thailand.

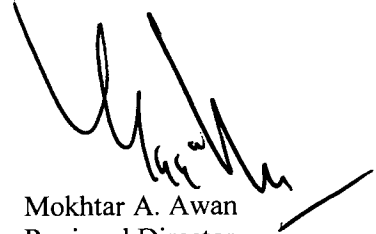
The seminar follows on from the FRMS Symposium in Montréal (30 to 31 August 2011) and aims to bring regulators and operators together to consider the implications of the newly approved Fatigue Management Standards and Recommended Practices in Annex 6, Part I and to examine the supporting FRMS guidance material recently developed by ICAO, IATA and IFALPA.

The FRMS Seminar will focus on the requirements within the FRMS framework and practical issues related to FRMS implementation and oversight. The seminar will include interactive panel discussions to facilitate regionally-relevant discussions. Both States and operators are strongly encouraged to attend. There will be no registration or entrance fees.

You are cordially invited to nominate your participant(s) to attend this seminar. Due to space limitations, it is suggested that participants register on-line as soon as possible at <http://www2.icao.int/en/FatigueManagement/Pages/Workshops.aspx>. Further information about this seminar can also be found on this website.

A bulletin containing details on venue of the seminar and other useful information is at Attachment. Information on the location of APAC office, recommended hotels and other information for visitors are available on APAC web site at <http://www.bangkok.icao.int/info.html>.

Accept Sir/Madam, the assurance of my highest consideration.



Mokhtar A. Awan
Regional Director
ICAO Asia and Pacific Office

Enclosure:
Bulletin

Distribution: Contracting States, Dependent Territories, IATA, IFALPA, IFATCA

Cc: COSCAP-SA, COSCAP-SEA, COSCAP-NA and PASO

Fatigue Risk Management Systems Seminar

01 - 02 November 2012
Bangkok, Thailand

BULLETIN

1. Date, Venue

1.1 The Seminar on Fatigue Risk Management Systems (FRMS) will be held at the Kotaite Wing of ICAO Asia and Pacific Office from 01-02 November 2012.

1.2 The opening session of the FRMS seminar will be held at 09:00 hours on Thursday, 01 November 2012 at the Conference Hall, Kotaite Wing of the ICAO Asia and Pacific Office, Bangkok Thailand.

1.3 The ICAO Regional Office is located at 252/1 Vibhavadi Rangsit Road, Chatuchak, Bangkok 10900, Tel: +66-2-537-8189 to 97, Fax: +66-2-537-8199, E-mail: APAC@icao.int Website: <http://www.bangkok.icao.int>.

1.4 The seminar will start at 09:00 hours each day.

2. Registration of participants

2.1 Participants are requested to register at the Registration Desk in the lobby of the Kotaite Wing between 08:00 and 09:00 hours on the opening day of the seminar. Participants are also requested to wear the identification badge all the time while inside the ICAO premises.

3. Officers and Secretariat Concerned with the Seminar

3.1 Mr. Amal Hewawasam, Regional Officer Flight Safety, ICAO Asia and Pacific Office, will act as the Coordinator of the seminar. The daily meeting services are the responsibility of Ms. Sarangtip Sundarachampaka, Administrative Officer and Ms. Patoomrat Kamboonrat, Secretary Flight Safety Section.

4. Passport, visa and customs

4.1 Participants may wish to obtain information on Thailand entry requirements by accessing the web page <http://www.mfa.go.th/web/12.php>.

4.2 Participants must be medically fit and in possession of medical insurance coverage to meet expenses for any sickness or medical emergency during the meeting.

4.3 There are no restrictions on import of foreign currency. However, if the amount exceeds US\$10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared. (Current exchange rate US\$1 = Baht 30.00 approx).

4.4 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting an infected area.

4.5 Following items can be brought in duty free:

- a) Personal effects such as clothing etc.
- b) 200 cigarettes or 250 grams of cigar or tobacco.
- c) 1 litre alcoholic beverages.
- d) Perfume for personal use.

5. Hotel reservations, arrival and departure

5.1 Information giving the details of the address, fax number, tariff, etc. of hotels is provided at ICAO APAC website <http://www.bangkok.icao.int>. Participants may contact recommended hotels directly. It is recommended that reservations are made well in advance of the event. On request, the Regional Office may assist participants in making hotel reservation. **While making reservations, participants should mention that they are attending ICAO Meeting to get the special room rate.**

5.2 Participants are requested to make their own arrangements for transportation from the Airport to the city. When departing, the hotel can arrange for transportation to the airport. Public taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter.

5.2.1 Airports of Thailand (AOT) operate limousine services from the Airport to downtown Bangkok, at about Baht 1000 per vehicle. Public taxi meter service called “Suvarnabhumi Airport Taxi Center” is also available at the Arrival of the Airport, in addition to the fare indicated in the taximeter, 50 Baht extra surcharge is required to be paid for hiring a taxi from Airport to city plus express way toll charges if any. The Bangkok Mass Transit Authority operates Airport Bus service to the city centre.

5.3 Participants are requested to make their own arrangements for transportation from their hotels to the venue of the meeting.

5.3.1 The nearest BTS (Skytrain) station to the ICAO Bangkok Office is *Mo Chit*. From *Mo Chit* Station, a taxi to the Office will cost approximately Baht 45.00. An instruction to be given to the taxi driver in Thai language is provided on the ICAO APAC website.

5.3.2 The nearest MRT sub-way station to ICAO Asia and Pacific Office is *Phahon Yothin*. At the station, take Exit No. 3 and walk over the Vibhavadi Rangsit Road through the pedestrian overpass.

5.4 Participants are requested to ensure that their return bookings are confirmed as required.

6. Other Useful Information

6.1 Time in Thailand is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

6.2 International credit cards such as American Express, Diners Club, Visa, Master Card, etc. are normally accepted at major hotels and department stores.

6.3 All commercial banks exchange major foreign currencies and are open from 0830 to 1530 hours from Monday through Friday and some keep the foreign exchange counter open until 2000 hours during weekdays. Foreign exchange counters operated by various commercial banks are located at several places in the city and are also open during Saturdays and Sundays and on public holidays from 1000 to 2000 hours. To change travellers' cheques you are required to show your passport.

6.4 There are no restrictions on import of foreign currency. However, if the amount exceeds US\$10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared. (Current exchange rate US\$1 = Baht 30 approx).

6.5 Information about Bangkok climate could be found on the ICAO APAC website. More weather information including 5-day forecasts can be obtained from the web site of the Thai Meteorological Department: www.tmd.go.th.

6.6 Tropical or lightweight and washable cottons will suffice.

6.7 Most hotels add a 10% service charge to the room rate in addition to the government tax of 7%. Baggage boys at hotel expect at least Baht 20. At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

6.8 Although the tap water in Bangkok is chemically treated, it is recommended to drink only bottled water and beverages.