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国际民用
航空组织

Ref: RT 3/3 - AP003/17 (RSO)

4 January 2017

Subject: FPP Pans-Ops Procedure Design Initial Course (No. 11), Beijing, China (13 Feb. -10 Mar. 2017)
FPP Procedure Design Quality Assurance Course (No.1), Beijing, China (20-24 Feb. 2017)

Action required: Respond by **3 February 2017**

Sir/Madam,

I wish to inform you that the ICAO Asia-Pacific Flight Procedure Programme (FPP) will conduct (a) **Pans-Ops Procedure Design Initial Course on 13 February-10 March 2017** for **twenty-four** students; and (b) **Procedure Design Quality Assurance Course on 20-24 February 2017** for **fifty** students. Both courses will take place at the ICAO APAC Regional Sub-Office (RSO), Beijing, China.

States/Administrations are cordially invited to nominate participants for attendance at the courses. Priority for confirmation will be given firstly to Active Participating States then to User States of the FPP. There will be no charge for the training course; however, your Administration is expected to fund the travel, accommodation and living expenses for your nominees.

As the courses will be conducted in English language, including all course materials, participants should have adequate communication skills in English. Also, participants should have experience in a field providing knowledge of aircraft operations or with a background in procedure design.

Attached are the detailed course schedule, registration forms and hotel information. I would kindly request that States/Administrations should nominate participant(s) by registering for the course no later than **3 February 2017** to allow sufficient time to complete and forward the pre-course assignment.

Please direct responses to Ms. MU Lan at the ICAO APAC FPP, email: mulan@icao.int, Tel. +86 (10) 64557164 or Fax +86 (10) 64557164.

Yours Sincerely,



Arun Mishra
Regional Director
ICAO Asia Pacific Office

Enclosures:

- Attachment A: Course Schedule (Pans Ops & QA)
- Attachment B: Registration Form (Pans Ops & QA)
- Attachment C: Nominee's statement (Pans Ops & QA)
- Attachment D: Hotel Information