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Ref: AP121/20 (RSO)

3 June 2020

Subject: FPP Procedure Design Refresher Online Course No.1
(*Virtual Classroom, 13 -17 July 2020*)

Action required: Please register participants by 3 July 2020

Sir/Madam,

I have the honour to inform you that the ICAO Asia-Pacific Flight Procedure Programme (FPP) will conduct a Procedure Design Refresher Online Course on from 13 to 17 July 2020 in a virtual classroom setting. The course will also incorporate the updates to ICAO Doc 8168 (Amendment 8).

To provide the best training environment, registration for this online course is limited to **30 participants**. States/Administrations are cordially invited to nominate not more than two participants for attendance at the course. Priority for this course will be accorded to the nominees from Active Participating States and User States of the FPP, respectively.

Since this is a refresher training course with hand-on exercises, participants are required to have successfully completed a PANS-OPS Procedure Design Initial Course and a PBN Procedure Design Course either in the FPP or at other recognized institutions, and have experience in actual procedure design work. As the course will be conducted in the English language, including all course materials, participants should have adequate communication skills in English. A relevant resume of each candidate should be included as part of the registration to assist candidate selection process.

Attached are the detailed course schedule (Attachment A) and registration form (Attachment B). I would kindly request that States/Administrations should nominate participant(s) by registering for the course **no later than 3 July 2020** to reserve the allocated slots for the Course.

Please direct responses to Mr. HUANG Xiaoji at the ICAO APAC FPP, email: xhuang@icao.int, tel. +86 (10) 64557163, fax +86 (10) 64557164.

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

Yours sincerely,



Arun Mishra
Regional Director

Enclosures:

- Attachment A: Course Schedule
- Attachment B: Registration Form