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Ref.: RSO - AP198/20 (FPP)

24 September 2020

Subject: FPP Procedure Design Quality Assurance Online Workshop (No.1)
(Virtual Classroom, 26 - 30 October 2020)

Action required: Please respond by 23 October 2020.

Sir/Madam,

I have the honour to inform you that the ICAO Asia-Pacific Flight Procedure Programme (FPP) will conduct a Procedure Design Quality Assurance Online Workshop from 26-30 October 2020. This workshop will be conducted in a virtual classroom via MS Teams, and mainly focus on the field of flight procedure ground validation in QA process.


To provide an ideal training environment as well as better assessment for the participants, registration for this workshop is recommended to be limited to 100 participants. States/Administrations are cordially invited to nominate not more than four participants each for attendance at the workshop. Priority for this workshop will be given firstly to Active Participating States then to User States of the FPP.

As the workshop will be conducted in the English language, including all workshop materials, participants should have adequate communication skills in English. The workshop is most beneficial for regulators, air navigation service providers, flight procedure designers, ATS/CNS/AIM departments.

Attached are the detailed workshop schedule and registration form. I would kindly request that States/Administrations nominate participant(s) by registering for the course no later than 23 October 2020 to allow sufficient processing time. 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

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