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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref. RSO – AP0049/24 (RSO)

26 March 2024

Subject: ICAO APAC FPP Charting-Coding Workshop
Main topic: ARINC 424 & Navigation Database
(Beijing, China, 21 - 24 May 2024)

Action required: Please respond for training registration by 21 April 2024.

Sir/Madam,

I have the honor to inform you that the ICAO Asia-Pacific Flight Procedure Programme (FPP) will conduct the Charting-Coding Workshop from **21 - 24 May 2024**. The workshop will be held at ICAO APAC Regional Sub-Office (RSO), Beijing, China.

To provide the best training environment, the enrollment will be limited to 45. Priority for this workshop will be provided firstly to Active Participating States/Administrations then to User States of APAC FPP. States/Administrations are cordially invited to nominate participants for attendance at the Charting-Coding Workshop. Since the FPP Office expects that there will be considerable demand for this course, priority should be indicated if more than two candidates are nominated by each State/Administration. We encourage participants to attend the training onsite. However, considering that some participants may not have opportunity to attend the workshop in-person, we also offer a small number of online places via Microsoft Teams, as observers with no certificate of completion. The workshop will be free of charge to APAC FPP members. However, the trainees' administration is expected to fund their travel, accommodation and living expenses.

This workshop aims to support States/Administrations in developing their Navigation Database and Charting capability by providing updates of PBN Manual, fundamental knowledge and criteria for the Coding and Charting with focus on ARINC 424 & Navigation Database Standard, Specific coding situations and coding examples. As the workshop will be conducted in English, participants should have adequate communication skills in English.

Enclosed herewith are the Tentative Agenda (Attachment A), the registration form (Attachment B), the Nominee's Statement (Attachment C) and Workshop Bulletin (Attachment D). I would kindly request that States/Administrations nominate participant(s) by registering for the workshop **no later than 21 April 2024** to allow sufficient time to prepare for visa application. Kindly complete the attached Registration Form and Nominee's Statement and submit them to the Ms. Linling Huo by email: hlinling@icao.int, tel. +86 (10) 64557177, fax +86 (10) 64557164.

Asia and Pacific Office
252/1 Vibhavadi Rangsit Road
Chatuchak
Bangkok 10900
Thailand

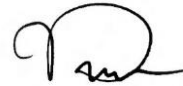
Postal Address:
P.O. Box 11
Samyaek Ladprao
Bangkok 10901
Thailand

Tel.: +66 (2) 537-8189
Fax: +66 (2) 537-8199

www.icao.int/apac
E-mail: apac@icao.int

Please accept, Sir/Madam, the assurances of my highest consideration.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Tao Ma', written in a cursive style.

for

Tao Ma
Regional Director

Enclosures:

- Attachment A: Tentative Agenda
- Attachment B: Registration Form
- Attachment C: Nominee's
- Attachment D: Workshop Bulletin