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国际民用  
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**Ref.** RSO – AP0080/24 (RSO)

28 June 2024

**Subject:** ICAO APAC FPP PBN Procedure Design Course  
(Bangkok, Thailand, 9 – 27 September 2024)

**Action required:** Please respond for training registration by **11 August 2024**.

Dear Sir/Madam,

I have the honor to inform you that the ICAO Asia-Pacific Flight Procedure Programme (APAC FPP) will conduct the PBN Procedure Design Course from **9 to 27 September 2024**. The course will be held at ICAO APAC Regional Office (RO) in Bangkok, Thailand.

To provide the best training environment, the enrollment will be limited to twenty-four participants. Priority for this course will be provided firstly to Active Participating States/Administrations and then to User States of APAC FPP. States /Administrations are cordially invited to nominate participants for attendance. 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/Administrations. The course will be free of charge to APAC FPP members. However, the trainees' administration is expected to fund their travel, accommodation and living expenses.

As the course, including all course materials, will be conducted in English, participants should have adequate communication skills in English. In addition, the participants are required to have successfully completed the FPP PANS-OPS Procedure Design Initial Course or other equivalent courses. If the participants do not have relevant experience or related certificate, they are required to complete and pass the FPP entrance exam. The pre-test will be distributed to the nominees before the start of the training. Basic knowledge requirements for participants include turn parameters calculation, protection area drawing, determination the semi-width of approach segments for VOR or NDB procedures, ILS facility and function.

Enclosed herewith are the Tentative Schedule (Attachment A), the registration form (Attachment B) and the Course Bulletin (Attachment C). I would kindly request that States/Administrations nominate participant(s) by registering for the course **no later than 11 August 2024** to allow sufficient time to prepare for visa application. Kindly complete the attached Registration Form and submit to Ms. Linling Huo by email: [hlinling@icao.int](mailto:hlinling@icao.int), tel. +86 (10) 64557177, fax +86 (10) 64557164.

Yours sincerely,

Tao Ma  
Regional Director

**Enclosures:**

- Attachment A: Tentative Schedule
- Attachment B: Registration Form
- Attachment C: Course Bulletin

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