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国际民用
航空组织

Ref. RSO – AP0009/25 (RSO)

20 January 2025

Subject: FPP Procedure Design Refresher Course
(Bangkok, Thailand, 22 - 25 April 2025)

Action required: Please respond to the registration by 23 March 2025.

Sir/Madam,

I have the honour to inform you that the ICAO Asia-Pacific Flight Procedure Programme (APAC FPP) will conduct a Procedure Design Refresher Course from **22 to 25 April 2025 in Bangkok, Thailand**.

This course consists of criteria for the recurrent & refresher instrument flight procedure design, typically covering the latest amendments and supplements of PANS-OPS. The course is most beneficial for flight procedure designers, regulators of CAA, air traffic controllers, pilots, AIS & airports personnel and also available to other relevant personnel.

States/Administrations are cordially invited to nominate participants for attendance. Registration for the course is limited to forty participants. Priority will be accorded firstly to Active Participating States then to User States of the FPP. The workshop will be free of charge to APAC FPP members. However, the trainees' State/Administration is expected to fund their travel, accommodation and living expenses. As the workshop, including all materials, will be conducted in English, participants should have adequate communication skills in English.

Enclosed herewith are the Tentative Schedule (Attachment A) and the Registration Form (Attachment B). I would kindly request that States/Administrations nominate participant(s) by registering for the workshop **no later than 23 March 2025** 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 and copy APAC-FPP@icao.int, tel. +86 (10) 64557177, fax +86 (10) 64557164.

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

Yours sincerely,

Tao Ma
Regional Director

Enclosures:

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

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