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Международная
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منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: T 3/10.1 – AP177/20 (ATM)

02 September 2020

Subject: Eighth Meeting of the Air Traffic Management
Sub-Group (ATM/SG/8) of APANPIRG

Action required: To register and submit paper(s) by **30 October 2020**

Sir/Madam,

Reference State Letters T 3/10.1 – AP113/19 (ATM) dated 19 September 2019 and T 3/10.1 – AP120/20 (ATM) dated 02 June 2020, the ICAO Regional Office has determined the necessity to conduct the postponed Eighth Meeting of the Air Traffic Management Sub-Group (ATM/SG/8) of APANPIRG meeting as a video teleconference (VTC) from 23 – 27 November 2020, due to the ongoing pandemic.

I am requesting that you kindly provide the name(s) of the delegate(s) from your Administration who will be attending the meetings by **Friday 30 October 2020**, through the online registration link available in the ATM/SG/8 meeting web-page at <https://www.icao.int/APAC/Meetings/Pages/2020-ATM-SG8.aspx>.

Participants should further recall that the strict cut-off for submission of papers and status reports must be strictly abided by. Papers which are not received by **Friday 30 October 2020** will be either declined or posted as a flimsy, which will not be read during the meeting.

Moreover, participants should note the following VTC modalities:

- VTC link details will be sent to registered participants in the week before the meeting;
- only registered participants will be admitted to the meeting;
- there will be a focus on topical agenda items, with particular regard to matters concerning the COVID recovery;
- Information Papers (IPs) will not be read during the meeting;
- each day of the meeting is expected to be conducted in two sessions of about two hours each, with the possibility of a 'rest day' or a free afternoon to enable catchup;

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- report reading will not be conducted on the last day of the meeting as is traditional (comment on the draft report and circulation of the updated draft after such input will be conducted during the following week by email); and
- recording of the VTC will be conducted for the Secretariat, but not for public dissemination.

Yours sincerely,



Arun Mishra
Regional Director