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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

**Ref.:** RSO – AP241/20 (RSO)

20 November 2020

Mrs. Liang Nan  
Director General  
Department of International Affairs  
Civil Aviation Administration of China  
No. 155, Dongsu Street West,  
Dongcheng District  
Beijing 100710,  
China

**Subject:** ICAO webinar for China (26-28 January 2021)

**Action required:** Please register for the webinar through  
the meeting page **before 20<sup>th</sup> January 2021** at  
<https://www.icao.int/APAC/Meetings/Pages/2020-IWFC1.aspx>

Dear Mrs. Liang,

I am pleased to invite your Administration to participate in the “ICAO webinar for China”, which will be conducted online from 26 to 28 January 2021. The 3-day webinar will introduce the main activities of ICAO in Headquarter/Asia Pacific (APAC) region and practical ways to access ICAO documentation. The webinar will all be conducted in Chinese language and by Chinese Experts, who used to work/are working for ICAO with extensive experience in technical fields.

During this special time of the COVID-19 pandemic, the ICAO APAC Regional Office organized several webinars and our statistical analysis indicated that many participants from CAAC/ATMB attended the webinars. The curiosity and strong interest from Chinese participants convinced us to organize a technical webinar in Chinese to better explain what ICAO can bring to them. This specific webinar will focus on the following aspects: Air Navigation Committee, Communication Navigation Surveillance, Air Traffic Management, and Air Traffic Flow Management. It will also provide practical ways to access ICAO documentation and reports, explanations on the different roles of ICAO at Headquarter, at APAC Regional Office and at APAC Regional Sub Office. The tentative agenda is provided in **Attachment A** to this letter.

To this end, ICAO is inviting CAAC to inform all interested participants to attend this webinar. We hope this will also provide an opportunity for those who would not normally be able to attend ICAO's regular meetings and events to learn more about ICAO.

All participants are requested to register for the webinar through the online ICAO registration system at meeting page (<https://www.icao.int/APAC/Meetings/Pages/2020-IWFC1.aspx>) before **20<sup>th</sup> January 2021**. All registered participants will receive an email directly from the Secretariat with an invitation link and appropriate instructions two days before the event. As CAAC / ATMB already did it before, participants could be grouped in meeting rooms. All the webinar materials will then be available at meeting page. Should you have any inquiries, please contact the ICAO Secretariat at [APAC-RSO@icao.int](mailto:APAC-RSO@icao.int) or [juang@icao.int](mailto:juang@icao.int).

I shall be grateful if you could widely distribute this information to all relevant officials who are working for CAAC Headquarter and Regional Bureaus, ATMB Headquarter and Regional Bureaus, and related civil aviation universities (CAFUC, CAUC) or colleges in China.

Yours sincerely,



Arun Mishra  
Regional Director

**Enclosure:**  
Attachment A: Tentative Agenda