



International
Civil Aviation
Organization

Organisation
de l'aviation civile
internationale

Organización
de Aviación Civil
Internacional

Международная
организация
гражданской
авиации

منظمة الطيران
المدني الدولي

国际民用
航空组织

Ref.: RSO – AP091/26 (RSO)

29 July 2026

Subject: Invitation to ICAO-IATA Free Route Airspace
Implementation Workshop
(Beijing, China, 17-18 November 2026)

Actions required:

- 1) To submit presentation(s) by **6 November 2026**; and
- 2) To complete the registration by **6 November 2026**.

Sir/Madam,

I am pleased to invite your State/Administration to participate in the **ICAO-IATA Free Route Airspace Implementation Workshop** to be held from **17 to 18 November 2026**, in Beijing, China.

Free Route Airspace (FRA) is a specified volume airspace within which users may freely plan a route between a defined entry point and a defined exit point, with the possibility to route via intermediate waypoints, without reference to the ATS route network, subject to airspace availability. This flexibility significantly reduces flight times, fuel consumption and emissions, allowing States/ANSPs to improve ATM efficiency and capacity.

Implementation of FRA aligns with the trajectory-based operations (TBO) under the ICAO Global Air Navigation Plan (GANP). The Asia/Pacific Seamless ANS Plan (version 4.0) further frames FRA as a progressive, step-by-step implementation process building on structured Direct Routing (DCT) and User-Preferred Routes (UPRs) before full FRA.

The workshop intends to address key technical and procedural elements essential to effective FRA implementation within APAC region. Specifically, the workshop will focus on the systematic knowledge needed to implement FRA with a step approach from concepts and benefits of FRA, FRA airspace designing, stakeholders' readiness, operational challenges and mitigation methods, as well as other subjects that accelerate FRA implementation. Drawing from international best practices and regional case studies, the event will also feature interactive Q&A sessions.

States/Administrations are invited to nominate delegates from Civil Aviation Authorities, ANSPs, airspace users and ATM system providers. International organizations as well as other stakeholders with an interest are also welcome for nomination.

Enclosed herewith are the Workshop Agenda (**Attachment A**) and Workshop Bulletin (**Attachment B**). All workshop materials will be available in due course on the ICAO APAC Office meeting webpage at <https://www.icao.int/APAC/meeting>.

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

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

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

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

All nominated participants must complete the online registration using [the registration link](#) by **6 November 2026**. Please ensure your delegates use the email address they normally use for official purposes.

If you are interested in contributing to the workshop as a speaker, please contact Mr. Yonggang LIU (ygliu@icao.int) and submit presentations by **6 November 2026** via email to the APAC-RSO@icao.int with a copy to ygliu@icao.int and yanruchen@icao.int.

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

Yours sincerely,



For Tao Ma
Regional Director

Enclosures:

Attachment A – Workshop Agenda

Attachment B – Workshop Bulletin

INTERNATIONAL CIVIL AVIATION ORGANIZATION
ASIA AND PACIFIC OFFICE

ICAO-IATA FREE ROUTE AIRSPACE IMPLEMENTATION WORKSHOP

*(Beijing, China, 17–18 November 2026)***Workshop Agenda****Session 1: Introduction to Free Route Airspace (FRA)**

1. General Introduction of FRA (ICAO)
2. Regional Guidance Material for Free Route Operation (FRTO) (IATA)

Session 2: Progressive steps towards FRA

3. Introduction and Implementation of Direct Routing (DCT) (ANSP, Airline)
4. Introduction and implementation of User-Preferred Routes (UPRs) (ANSP, Airline)
5. DCT Lessons and Experiences Learned (ANSP, Airline)
6. From Flexible Use of Airspace (FUA) to FRA (ICAO)

Session 3: Preparing FRA Implementation

7. How to Define a Pilot Scenario with FRA Implementation (ANSP)
8. Guidelines for Designing FRA with Different Airspace Environment (ANSP)
9. Operators' Readiness and Experience for FRA Implementation and Recommendations (Airline)
10. ANSP's Preparation for FRA Implementation
11. Airspace Simulation and Performance Monitoring of FRA (ATM Service Provider)
12. Data-driven and Performance-based Approach for FRA Development and Implementation (IATA)

Session 4: The Implementation of FRA

13. ANSP (Air Navigation Service Provider) - AU (Airspace User) Interaction for FRA Operation and Performance Monitoring (IATA)
14. Case Studies of FRA within APAC Region (ANSP)
15. Challenges of FRA Implementation and Mitigation Measures (ANSP, Airline)
16. Safety and Risk Management of FRA Operations (ANSP)
17. Post-operation Assessment of FRA with Airspace Users (Airline)

Note 1: Q&A will be arranged after each session

**INTERNATIONAL CIVIL AVIATION ORGANIZATION
ASIA AND PACIFIC OFFICE**

ICAO-IATA FREE ROUTE AIRSPACE IMPLEMENTATION WORKSHOP

(Beijing, China, 17–18 November 2026)

WORKSHOP BULLETIN

1. Dates and Venue

1.1. The workshop will be held at the IATA North Asia (Beijing Office) from Tuesday 17 November to Wednesday 18 November 2026. The meeting will start at 9:00 a.m. (UTC+8) each day. The venue is located at:

IATA North Asia (Beijing Office) 8/F, Building 4 of Beijing GLP, Block 12, Anxiang Avenue, Shunyi District, 101318, Beijing, People's Republic of China Tel: +86 -10-8571 9061 Mobile: +86-138 1033 9529 E-mail: hub@iata.org IATA Beijing Office location: please click here . Website: IATA North Asia	FOR TAXI: Please show this indication to the driver: IATA 国际航空运输协会（加拿大）北京办 事处 北京市顺义区安祥大街 12 号院环普国际 4 号 楼 8 层
--	--

2. Officers and Secretariat

NAME	TITLE	CONTACT
Mr. Yonggang Liu	Regional Officer, Air Traffic Management ICAO APAC Regional Sub-Office	ygliu@icao.int Tel: +86-10-6455 7174 Mobile: +86-13651101801
Mr. Bin Hu	Manager, Safety ATFM Liaison & Flight Operations, Safety and Security IATA	hub@iata.org Tel: +86-10-8571 9061 Mobile: +86-13810339529

3. Registration and Access

3.1. All participants are requested to register using the [online registration form](#).

3.2. Documentation requirement for Registration

- A formal letter or email of Designation/Nomination from the Civil Aviation Authority/Administration of a Member State is required for registration(s). The letter should be on official letterhead and signed by the appropriate authority or authorized

signatory for the government entity of the State/Administration. The letter/email should be addressed to the ICAO Regional Director in response to the meeting. Please include the full name, title, and email address of each nominee.

- For International organizations: Please note that only international organizations which are recognized by ICAO can register to attend in this category. The following link contains a list of recognized IOs: [List of International Organizations](#).
- Please submit the letter or email of Designation/Nomination to apac-rso@icao.int ; with a copy to the ygliu@icao.int and yanruchen@icao.int .
- Once approved by ICAO, a confirmation email will be provided to the individuals nominated by the State/Administration/International organizations prior to the workshop.

3.3. Participants are required to present a valid identity card/passport at the registration desk on the first day of the workshop.

4. Workshop Materials

4.1. Workshop materials will be available at the <https://www.icao.int/APAC/meetingdocs?fid=94186> prior to the workshop. Paper documents in hardcopy will not be available.

4.2. Each participant should access and review the workshop materials before the commencement of the workshop.

5. Wi-Fi

5.1. Wi-Fi connection to the IATA Beijing Office Internet is available to allow viewing papers online. Please select 'IATA BJS' to access IATA's wireless services while on-site.

6. Food and Catering Arrangements

6.1. Tea and Coffee will be provided for the morning and afternoon breaks during the meeting/event.

6.2. Drinking water is available at IATA Beijing Office. Participants are encouraged to bring their own receptacles, preferably spill-proof, which may be replenished from the water fountains. Participants may also wish to bring their own bottled water. In this case, it would be appreciated if any plastic bottle waste is disposed of off-site.

~~6.3.~~ Lunch will be provided during the meeting.

7. Visa, Insurance and Customs

7.1. For entry into China, all visitors must hold a passport valid for at least 6 months or other valid travel documents.

7.2. To check whether you are required to obtain a visa as well as the customs formalities, please visit the website: [Overseas Missions-Ministry of Foreign Affairs of the People's Republic of China](#) to find the official website address/email address/phone number of Chinese Embassy in your country.

7.3. According to the information we have so far, some countries request the invitation letter with bar code. If participants need above files, please feel free to reach out to apac-rso@icao.int, with a copy to yanruchen@icao.int, at least 4 weeks prior to the start of the meeting.

7.4. As of 20 November 2025, foreign nationals may complete the required entry information online before traveling to China via the official website: <https://s.nia.gov.cn/ArrivalCardFillingPC/>. Additional channels include the "NIA 12367" APP, WeChat/Alipay mini programs. For those unable to complete the online form in advance, on-site options are available upon arrival.

7.5. Participants must be medically fit and in possession of health or medical insurance coverage to meet expenses for any unexpected event, including illness or medical emergency during the meeting. ICAO APAC RSO will not take responsibility for any expenses incurred concerning participation in its meetings/events. Information for required vaccination shall be obtained from the local Chinese embassy or Chinese immigration website.

8. Hotel Reservations and Transportation

8.1. Participants are required to make their own accommodation arrangements. A list of hotels in the vicinity of IATA Beijing Office and hotels in the city with IATA preferential rates is available. Participants should contact the hotel directly for a reservation. The hotel list is provided for the convenience of the participants only. ICAO APAC RSO does not take responsibility for any incident arising from a stay of the participant in any of the listed hotels.

Hotel	Room Type	Special Rate
Crown Plaza Beijing International Airport / 15 mins drive by taxi subject to traffic condition Address: 60, Fuqian 1 St., Tianzhu, Shunyi District, Beijing 101312, P.R.China Tel: +86 10 58108888 Website: https://www.ihg.com.cn/crowneplaza/hotels/cn/zh/beijing/pegap/hotel/detail For reservation under special rate, please email (rsvn@cpairportbj.com)	Superior/Deluxe Executive Deluxe suite Executive suite	CNY 800 CNY1100 CNY 1300 CNY1500 Wi-Fi & breakfast included. Taxes included
Ramada By Wyndham Beijing Airport / 15 mins drive by taxi subject to traffic condition Address: No.13 Tianzhu Fuqian Ave.Shunyi District, Beijing, 101312 P.R.China Tel: +86 10 64583300 Website: https://www.wyndhamhotels.com/ramada/beijing-china/ramada-by-wyndham-beijing-airport/overview For reservation under special rate, please email (resv@ramadaairportbj.com)	Superior Deluxe Executive suite	CNY 450 CNY 550 CNY 880 Wi-Fi & breakfast included. Taxes included

Hotel	Room Type	Special Rate
Kempinski Hotel Beijing Yansha Center / 30 mins drive by taxi subject to traffic condition Address: 50 Liangmaqiao Road Chaoyang District Beijing Tel: +86 10 64653388 Website: https://www.kempinski.com/cn/hotel-yansha-center For reservation under special rate, please email (res.beijing@kempinski.com)	Superior/Deluxe Deluxe river view Executive city view Executive river view	CNY 1100 CNY 1200 CNY 1500 CNY 1600 Wi-Fi & breakfast included. Taxes included
Hilton Beijing Capital airport / 30 mins drive by taxi subject to traffic condition Address: No. 1, Sanjing Road, Terminal 3, Capital Airport, Shunyi District Tel: +86 10 64588888 Website: https://www.hilton.com/en/hotels/bjscahi-hilton-beijing-capital-airport/ For reservation under special rate, please email (Molly.huangfu@hilton.com / Kelly.gan@Hilton.com)	Guest room Deluxe room Executive room	CNY 750 CNY 1200 CNY 1750 Wi-Fi & breakfast included. Taxes included
Hampton by Hilton / 12 mins drive by taxi subject to traffic condition Address: Building 1, 35 Shuangyu North Street, Houshayu, Shunyi District, Beijing Tel: +86 17610015917 (Mr. Zhang) Website: https://www.hilton.com.cn/zh-cn/hotels/bjpschx-hampton-by-hilton-beijing-capital-airport-ciecc For reservation under special rate, please email (2948078251@qq.com)	Guest room Superior room Superior deluxe King Hampton Suite	CNY 400 CNY 500 CNY 550 CNY 800 Wi-Fi & breakfast included. Taxes included

8.2. Participants are required to make their own transportation arrangements from the airport to the city. When departing, the hotel can be requested to arrange for transportation to the airport. The cost to be borne by the participant. Taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter. [DiDi](#) is the most widely used application for taxi services in Beijing. Participants are recommended to download the DiDi application and complete registration before arrival.

8.3. Amap (Gaode Maps) and Baidu Maps are the most widely used Maps application in Beijing. Please note that Google maps may not provide accurate or up-to-date location information.

8.4. SIM Cards service counters are available upon arrival at both Beijing Capital International Airport and Beijing Daxing International Airport. Participants who require local mobile services are recommended to purchase a SIM card/eSIM upon arrival.

9. Payment services and exchange in China

9.1. The RMB (CNY) is the local currency used in China. Cash or bank cards such as UnionPay, Visa, American Express, and Mastercard are acceptable by the hotels and all the stores in the shopping malls, but the most commonly used payment methods are mobile payment such as WeChat pay and Alipay.

9.2. Please follow steps below for mobile payment.

- 1) Search for Alipay or WeChat in the app store or its official website, and download the app.
- 2) Open the app and register with your phone number or just sign in if you have already registered.
- 3) Add bank cards. Visa, Mastercard, JCB, Diners Club, and Discover cards can all be added to Alipay/ Wechat Pay.
- 4) Pay by scanning QR code. You can pay by scanning a merchant's QR code (method 1) or by having a merchant scan yours (method 2).

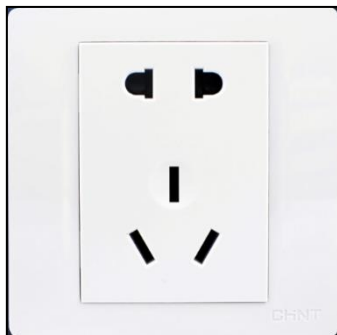
9.3. If you need cash, you can withdraw RMB cash with your bank card at an ATM with logos of the corresponding bank card organizations. There are money exchange companies at the Beijing Capital International Airport and Beijing Daxing International Airport and commercial banks next to IATA office, where you can exchange your money.

10. Further Information

10.1. Smoking is prohibited within the IATA North Asia (Beijing Office) buildings. Participants wishing to smoke are requested to use the designated smoking areas.

10.2. Dress code for the meeting/event is business attire.

10.3. Electric voltage is 220V, 50 Hz, AC in China. Two-pin plug and three-flat-pin plug are commonly used. We suggest you bring a universal travel adapter plug to charge your laptop and mobile electronic devices:



10.4. For further information, please contact the Secretariat at:

Tel: +86-10-6455 7174

E-mail: ygliu@icao.int yanruchen@icao.int hub@iata.org