

As your delegation's Focal Point, you are in charge of scheduling negotiation meetings for your delegation. You can do so by following two methods : (1) through the "Community -> Attendees" tab on the Home page; or (2) via the Calendar View, which allows you to have a full view of your calendar for the week. In any case, both your calendar view and your schedule on the main page are integrated and will automatically sync. You can access your Calendar View by clicking on the corresponding link to your name hereunder (or copying and pasting in a browser) - the links only work for the designated Focal Points. In case of question, please reach out to us at ican@icao.int or consult the Technical guides on the ICAO Website.

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