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Международная  
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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

Ref.: RT 3/4: AP113 /15 (RSO)

19 August 2015

**Subject:** Cross-Border ATFM Workshop  
Bangkok, Thailand, 17 – 18 November 2015

**Action required:** Reply by 23 October 2015

Sir/Madam,

I wish to invite your State / Administration to participate in the *Cross Border ATFM Workshop*, to be held at the ICAO Regional Office, Bangkok, Thailand from **17 – 18 November 2015**.

The workshop is organized by the IATA-ICAO partnership and is intended to highlight the importance of cross border ATFM to as many aviation personnel as possible, sharing some of the existing cross border ATFM/CDM implementations and benefits of cross border ATFM. The workshop is open to air navigation service providers, airspace users, airport personnel, regulators and any other relevant parties.

This two-day workshop will include a series of classroom-based lectures, and provide opportunities for detailed discussions on relevant topics such as principles of cross border ATFM, and the distributed multi-nodal concept for Asia Pacific Region. Kindly note that due to the nature of the workshop and methods of instruction the number of participants is limited. As such, participation in the workshop will be on a first-come-first-served basis. It is therefore important for the selected participants to register as soon as possible.

The IATA-ICAO partnership has 2 other similar workshops programmed in 2015 according to the schedule below:

Date	Location
3 – 4 September 2015 (Thursday and Friday)	New Delhi, India
21 – 22 October 2015 (Wednesday and Thursday)	Jakarta, Indonesia

You are therefore invited to consider a wider and varied participation for these workshops to allow for greater awareness and understanding on ATFM/CDM principles within your State / Administration.

The workshop will be conducted in English. The tentative programme outline is provided in **Attachment A**. Please note that documentation will be provided in electronic format (no paper-based copies). It is therefore, necessary for participants to bring along **personal computers** in order to facilitate their participation.

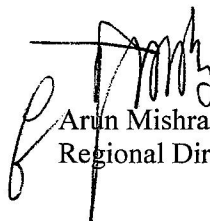
The venue of the workshop will be:

Koitate Wing  
ICAO Asia and Pacific Regional Office  
252/1 Vibhavadi-Rangsit Road  
Chatuchak, Bangkok 10900  
Tel: +66-2-537-8189 to 97  
Fax: +66-2-537-8199  
Email: [apac@icao.int](mailto:apac@icao.int)  
Website: <http://www.icao.int/APAC>

Information for visitors may be found on the ICAO Asia/Pacific Regional Office website. Please note that participants are kindly requested to make their own hotel / visa arrangements.

It would be appreciated if you could confirm the participation of your State / Administration at your earliest convenience, preferably not later than **23 October 2015**, by completing the registration form in **Attachment B** and submitting it to the **APAC Regional Sub-Office e-mail address** ([apac-rso@icao.int](mailto:apac-rso@icao.int)), and copying to Mr. Hiroyuki Takata from ICAO APAC RSO ([htakata@icao.int](mailto:htakata@icao.int)), Ms. Melisa Wee from ICAO APAC RSO ([mwee@icao.int](mailto:mwee@icao.int)) and Mr. Stuart Ratcliff as the coordination point of the IATA-ICAO partnership ([swrat58@gmail.com](mailto:swrat58@gmail.com)).

Accept, Sir/Madam, the assurances of my highest consideration.

  
Arun Mishra  
Regional Director

Enclosures:

Attachment A – Registration Form  
Attachment B – Tentative Programme Outline