



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. T3/10.1 – AP057/15 (ATM)

03 April 2015

Subject: Third Meeting of the Air Traffic Management
Sub-Group (ATM/SG/3) of APANPIRG
(Bangkok, Thailand, 03 – 07 August 2015)

Action required: To reply by **17 July 2015**

Sir/Madam,

I have the honour to inform you that the Third Meeting of the Air Traffic Management Sub-Group(ATM/SG/3) of APANPIRG will be held at the Bangkok, Thailand from 03 – 07 August 2015.

ATM/SG/3 will continue to address regional matters in the ATM, AIS and SAR fields to support Asia/Pacific States/Administrations and APANPIRG.

Accordingly, I wish to invite your Administration to arrange for attendance of suitable ATM, AIS and SAR experts at this important meeting. I am requesting that you kindly provide, at your earliest convenience and not later than **Friday, 17 July 2015**, the name(s) of the delegate(s) from your State that will be attending the meeting.

Enclosed herewith are the Provisional Agenda (**Attachment A**), Registration Form (**Attachment B**) and Meeting Bulletin (**Attachment C**). It is strongly recommended that papers to the meeting should be submitted no later than two weeks prior to the meeting date, via email to the Regional Office, but in any case not later than **22 July 2015** (after that date, papers may be considered as a Flimsy at the discretion of ICAO). Delegates should obtain copies of meeting materials from the website of the Asia/Pacific Regional office at <http://www.icao.int/APAC/Meetings/Pages/default.aspx> prior to the commencement of the meeting.

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



Arun Mishra
Regional Director

Attachments:

- A – Provisional Agenda
- B – Registration Form
- C – Meeting Bulletin

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

**THE THIRD MEETING OF THE AIR TRAFFIC MANAGEMENT SUB-GROUP
(ATM/SG/3) OF APANPIRG**

(Bangkok, Thailand, 03 – 07 August 2015)

PROVISIONAL AGENDA – ATM/SG/3

- Agenda Item 1: Adoption of Provisional Agenda
- Agenda Item 2: Review of APANPIRG/25 Meeting and DGCA's Conference
- Agenda Item 3: Performance Frameworks and Metrics
- Agenda Item 4: ATM Systems (Modernisation, Seamless ATM, CNS, ATFM)
- Agenda Item 5: ATM Coordination (Meetings, Route Development, Contingency Planning)
- Agenda Item 6: AOP, MET, AIM, SAR
- Agenda Item 7: Air Navigation Service Deficiencies
- Agenda Item 8: Update the ATM/AIS/SAR/SG Task List
- Agenda Item 9: Any other business (including Election of Officers)
- Agenda Item 10: Date and venue for next meeting

.....

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

**THE THIRD MEETING OF THE AIR TRAFFIC MANAGEMENT SUB-GROUP
(ATM/SG/3) OF APANPIRG**

(Bangkok, Thailand, 03 – 07 August 2015)

REGISTRATION FORM

1. Name in full : _____

Mr.	Mrs.	Ms.	Dr.	Capt.
-----	------	-----	-----	-------

(as should appear in the official listing and name tag)
2. Title or Official Position: _____
3. State/Organization: _____
4. Mailing Address: _____

5. Telephone Number: _____
Fax Number: _____
E-mail: _____
6. Hotel _____

Note 1: Participants are expected to make their own hotel/visa arrangements

Note 2: Meeting materials will only be available in soft copy (electronic) to participants. Please download meeting materials from the ICAO Asia/Pacific website (<http://www.icao.int/apac>) prior to the meeting.

Date Signature

After completing, please send to: ICAO Regional Office for Asia and Pacific, 252/1, Vibhavadi Rangsit Rd., Chatuchak, Bangkok 10900, Thailand, or Fax: 66 (2) 537 8199 or E-mail: apac@icao.int

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

**THE THIRD MEETING OF THE AIR TRAFFIC MANAGEMENT SUB-GROUP
(ATM/SG/3) OF APANPIRG**

(Bangkok, Thailand, 03 – 07 August 2015)

MEETING BULLETIN

1. Dates and Venue

1.1 Third Meeting of the Air Traffic Management Sub-Group (ATM/SG/3) of APANPIRG will be held at Kotaite Wing of ICAO Asia and Pacific Office from Monday, 03 – Friday 07 August 2015. The meeting will start at 0900 hours each day. The ICAO Regional Office is located at:

ICAO Building
252/1 Vibhavadi Rangsit Road
Chatuchak, Bangkok 10900
Tel: +66-2-537-8189 to 97
Fax: +66-2-537-8199
E-mail: apac@icao.int
Website: <http://www.icao.int/APAC>

1.2 Participants are requested to register at the Registration Desk in the reception area of Kotaite Wing between 0830 and 0900 hours on the opening day of the meeting. Participants are also requested to wear the identification badge, which will be issued to them, when they are in the ICAO premise.

2. Officers and Secretariat Concerned with the Meeting

2.1 Mr. Len Wicks, Regional Officer Air Traffic Management, ICAO Asia and Pacific Office, will act as the Secretary of the meeting. More information for Visitors attends the meeting at APAC Regional office available at <http://www.icao.int/APAC/Pages/info-for-visitors.aspx>.

3. Meeting Documents, Papers for Distribution. etc.

3.1 Participants are kindly requested to note that working or information papers for the meetings **must reach this office at least two weeks before the commencement of the meeting**. If you are unable to meet this deadline, please ensure that the participants bring adequate copies (paper and electronic versions) for all delegates. Meeting documents will be available on ICAO APAC website (<http://www.icao.int/APAC>) prior to the meeting. A hotspot for Wi-Fi connection to the Internet is also available in the premise of the APAC Office to allow viewing papers on-line.

4. Passport, Visa and Customs

4.1 Participants may wish to obtain information on Thailand entry requirements by accessing the web page <http://www.mfa.go.th/web/12.php>

4.2 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting an infected area. Participants must be medically fit and in possession of medical insurance coverage to meet expenses for any sickness or medical emergency during the meeting.

4.3 There are no restrictions on import of foreign currency. However, if the amount exceeds US\$10,000 it must be declared on entry. Foreign currencies may be taken out of the country up to the amount imported and declared. (Current exchange rate US\$1 = Baht 30.00 approx).

5. **Hotel Reservations and Transportation**

5.1 Information giving the details of the address, fax number, tariff, etc. of hotels is provided at ICAO APAC website <http://www.icao.int/APAC>. Participants should contact the hotel directly by telephone/fax/e-mail for reservation.

5.2 Participants are required to make their own arrangements for transportation from the airport to the city. When departing, the hotel can arrange for transportation to the airport upon request. Taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter.

5.3 Participants are requested to make their own arrangements for transportation from their hotels to ICAO Regional Office, Bangkok for attending the meeting.

5.3.1 The nearest BTS (Skytrain) station to the ICAO Bangkok Office is *Mo Chit*. From *Mo Chit* Station, a taxi to the Office will cost approximately Baht 45.00. An instruction to be given to the taxi driver in Thai language is provided on the ICAO APAC website.

5.3.2 The nearest MRT sub-way station to ICAO Asia and Pacific Office is *Phahon Yothin*. At the station, take Exit No. 3 and walk over the Vibhavadi Rangsit Road using the pedestrian overpass.

6. **Further Information**

6.1 For further information, please contact Mr. Len Wicks, Regional Officer ATM of ICAO Asia and Pacific Office, at:

Tel: 66-2-537 8189 ext 152
Fax: 66-2-537 8199
E-mail: Lwicks@icao.int or apac@icao.int

6.2 Information about Bangkok climate may be found on the website of Thai Meteorological Department at <http://www.tmd.go.th>. Tropical or light weight and washable cottons will suffice and woollens are not necessary. **Casual clothing is not suitable for the meeting.**
