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Международная  
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منظمة الطيران  
المدني الدولي

国际民用  
航空组织

Ref. T 14/3.RAS/COSCAPs – AP025/11 (TC)

11 February 2011

**Subject:** Fatigue Risk Management Symposium,  
5 - 6 April 2011, Bangkok, Thailand

**Action required:** Registration Forms to be forwarded at  
the earliest **preferably not later than 1 April 2011**

Sir/Madam,

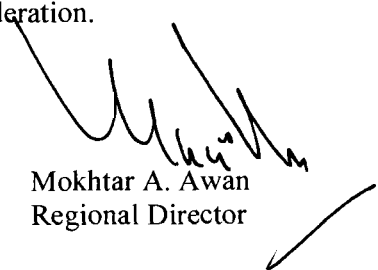
I have the honour to inform you that a Fatigue Risk Management Symposium will be conducted by ICAO in collaboration with the COSCAP-SA, COSCAP-SEA, and COSCAP-NA programmes.

Recognizing that this symposium will be of interest to personnel from civil aviation administrations, air operations and the aviation industry, the event will take place at the ICAO Regional Office in Bangkok, Thailand. I encourage you to give this invitation wide distribution among your administration and aviation industry.

The symposium will feature the latest information from ICAO as well as presentations from a wide range of experts from different perspectives. Boeing Commercial Airplanes has kindly agreed to provide funds to support the cost of the programme.

Included for your information are the provisional programme (**Attachment A**), the Registration Form (**Attachment B**) and the Bulletin (**Attachment C**). I would request you to submit your registration forms as soon as possible, but **no later than 1 April 2011** to help us in finalizing the arrangements.

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

  
Mokhtar A. Awan  
Regional Director

**Enclosures:**

- A – Fatigue Risk Management Seminar Programme (provisional)
- B – Nomination / Registration Form
- C – Bulletin

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**International Civil Aviation Organization  
Asia and Pacific Office**

**FATIGUE RISK MANAGEMENT SYMPOSIUM  
PERFORMANCE-BASED APPROACH TO COMPLIANCE**

**Bangkok, Thailand, 5 & 6 April 2011**

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**PROVISIONAL PROGRAMME**

**Tuesday, 5 April**

07:30 – 09:00	Registration
	<b>OPENING CEREMONY</b>
09:00 – 09:30	Opening Remarks: ICAO
	<b>THE REGULATORY FRAMEWORK</b>
09:30 – 10:00	The performance-based compliance Speaker: Capt. Miguel Marin ICAO HQ
10:05 – 10:35	An overview of the relevant science
<b>10:35 – 11:05</b>	<b>Coffee Break</b>
11:05 – 11:45	Flight Safety Perspective Speaker: Flight Safety Foundation
11:50 – 12:20	The ICAO Fatigue Risk Management System Provisions Speaker: Capt. Miguel Marin ICAO HQ
<b>12:20 – 14:00</b>	<b>Lunch</b>
14:00 – 14:30	The Regulator perspective Speaker: Capt. Qi Gang, CAA China
14:35 – 15:05	The Regulator perspective Speaker: Dr. Jarnail Singh, Singapore CAA
<b>15:05 – 15:35</b>	<b>Coffee Break</b>
15:35 – 16:30	Discussion

**Wednesday, 6 April**

**STAKEHOLDERS**

09:00 – 09:30	The Operator Perspective Speaker: Singapore Airlines
09:35 – 10:05	The Operator Perspective Speaker: Air New Zealand
<b>10:05 – 10:35</b>	<b>Coffee Break</b>
10:35 – 11:05	Application of an Fatigue Risk Management System Speaker: Emma Romig, Boeing Commercial Airplanes
11:10 – 12:40	The Pilot Perspective Speaker: IFALPA
<b>12:40 – 14:00</b>	<b>Lunch</b>
14:00 – 14:30	Case Study: European and Spanish Flight Time Limits & Fatigue Risk Management Legislation Speaker: Capt. Gustavo Barba, COPAC
14:35 – 15:10	The Line Pilot
<b>15:10 – 15:40</b>	<b>Coffee Break</b>
15:45 – 16:15	Discussion
16:15 – 16:30	Conclusion and closing

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**International Civil Aviation Organization  
Asia and Pacific Office**

**FATIGUE RISK MANAGEMENT SYMPOSIUM**

*(Bangkok, Thailand, 5 – 6 April 2011)*

**BULLETIN**

**1. Date and Venue**

1.1 The Fatigue Risk Management Symposium will be held at the Kotaite Wing of the ICAO Asia and Pacific Office, Bangkok, Thailand from Tuesday, 5 April 2011 to Wednesday, 6 April 2011 per the Provisional Programme provided.

1.2 The Meeting will start at 0900 hours daily.

1.3 The ICAO Asia and Pacific Office, Bangkok is located at 252/1 Vibhavadi-Rangsit Road, Chatuchak, next to the Petroleum Authority of Thailand (PTT) Headquarters and opposite the Centara Sofitel Grand Bangkok (former Sofitel Central Plaza Bangkok). It is about 35 km from the Suvarnabhumi International Airport and about 12 km. from the Sukhumvit Road, where most of the recommended hotels are located. Location of the Regional Office and the route map of the Bangkok Mass Transit System (BTS, also known as the *Skytrain*) and MRT Sub-way system (the *Underground Metro*) are published on the APAC website <http://www.bangkok.icao.int/> under the heading “Information for visitors”.

**2. Registration of Participants**

2.1 Participants are requested to register at the Registration Desk in the reception area of the Kotaite Wing between 0730 and 0900 hours on the opening day of the Meeting. Participants are also requested to wear the identification badge all the time while inside the ICAO premise.

**3. Secretariat concerned with the Meeting**

3.1 The daily conference services is the responsibility of Ms. Sudhatai Juntarapatin, Administrative Assistant to the COSCAP-SEA Programme.

3.2 Any inquiries related to the Meeting should be addressed to:

Captain Len Cormier  
Chief Technical Advisor  
Flight Operations Expert  
COSCAP-South East Asia  
E-mail: [len.cormier@coscap-icao.org](mailto:len.cormier@coscap-icao.org)

Captain Kim Trethewey  
Chief Technical Advisor  
COSCAP-North Asia  
E-mail: [kim.trethewey@coscap-icao.org](mailto:kim.trethewey@coscap-icao.org)

#### **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>

4.2 International certificates of vaccination against yellow fever are required if arriving within 6 days after leaving or transiting through 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 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.bangkok.icao.int>. Participants should contact the hotel directly for reservation. **While making reservations, participants should mention that they are attending ICAO Meetings to get the special room rate.**

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. Public taxis, which are less expensive than hotel taxis, are also available. Most taxis have a fare meter.

5.2.1 Airports of Thailand (AOT) operate limousine services from the Airport to downtown Bangkok, at about Baht 1000 per vehicle. Public taxi meter service called “Suvarnabhumi Airport Taxi Center” is also available at the Arrival of the Airport, in addition to the fare indicated in the taximeter, 50 Baht extra surcharge is required to be paid for hiring a taxi from Airport to city plus express way toll charges if any. The Bangkok Mass Transit Authority operates Airport Bus service to the city centre.

5.2.2 Participants are requested to make their own arrangements for transportation from their hotels to the ICAO Asia and Pacific Office, Bangkok venue of the Meeting.

5.2.2.1 The nearest BTS (Skytrain) station to the ICAO Asia and Pacific Office, Bangkok is Mo Chit. From Mo Chit station, a taxi to the Office will cost approximately Baht 45.00. Instruction to be given to the taxi driver in Thai language is provided on the ICAO APAC website.

5.2.2.2 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 through the pedestrian overpass.

5.3 Participants are requested to ensure that their return bookings are confirmed as required.

#### **6. Other Useful Information**

6.1 Time in Thailand is 7 hours ahead of Co-ordinated Universal Time (UTC+7).

6.2 International credit cards such as American Express, Diners Club, Visa, Master Card, etc. are normally accepted at major hotels and department stores.

6.3 All commercial banks exchange major foreign currencies and are open from 0830 to 1530 hours from Monday through Friday and some keep the foreign exchange counter open until 2000 hours during weekdays. Foreign exchange counters operated by various commercial banks are located at

several places in the city and are also open during Saturdays and Sundays and on public holidays from 1000 to 2000 hours. To change travellers' cheques you are required to show your passport.

6.4 Information about Bangkok climate can be found on the ICAO APAC website. More weather information including 5-day forecasts can be obtained from the web site of the Thai Meteorological Department: [www.tmd.go.th](http://www.tmd.go.th).

6.5 Tropical or lightweight and washable cottons will suffice.

6.6 Most hotels add a 10% service charge to the room rate in addition to the government tax of 7%. Baggage boys at hotel expect at least Baht 20. At restaurants, a tip of about 10% is expected unless a service charge has been added to the bill.

6.7 Although the tap water in Bangkok is chemically treated, it is recommended to drink only bottled water and beverages.

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