



ASIA-PACIFIC TELECOMMUNITY
12/49 Soi 5, Chaeng Watthana Road, Bangkok 10210, Thailand

Ref. APT/2024/WTDC25-1/INV-NF

3 April 2024

Dear Sir/Madam,

**Subject: The 1st Meeting of the APT Preparatory Group for WTDC-25
19 July 2024, Chiang Mai, Thailand**

I am pleased to inform you that the Asia-Pacific Telecommunity (APT) will organize the 1st Meeting of the APT Preparatory Group for WTDC-25 (APT WTDC25-1) on 19 July 2024 in Chiang Mai, Thailand, with physical attendance and remote participation using online platform (i.e hybrid meeting).

The objective of the APT WTDC25-1 is to launch the preparatory process of the APT for the ITU World Telecommunication Development Conference 2025 (WTDC-25). The APT WTDC25-1 is expected to:

- Elect the Chair and Vice-Chairs of the preparatory group;
- Form the structure of the preparatory group;
- Nominate Office Bearers of the preparatory group based on the structure;
- Develop working methods and work plan for the preparation of WTDC-25;
- Preliminary discussion on key issues pertaining to WTDC-25.

In this regard, I am pleased to invite representative(s) from your administration/organization to attend the APT WTDC25-1.

For both physical and virtual/online attendance, registration should be done by **9 July 2024** online at <https://www.apr.int/content/online-registration>. Please indicate in the registration form whether your delegates will attend in person or virtually. **Only the registered participants are entitled to join the meeting.** APT Secretariat will provide detailed information to the registered participants prior to the meeting. If you need further information or assistance regarding the meeting, please contact the APT Secretariat by email aprtwtde@apr.int.

APT Members and Associate Members who wish to submit contribution(s) on the agenda items should prepare their contribution(s) in Microsoft Word and/or PowerPoint, English version and in proper template provided by APT Secretariat and send it to aprtwtde@apr.int. The template is available on the APT website. **The deadline for submission of contribution(s) is 9 July 2024.**

For information, APT WTDC25-1 is a half-day (morning) back-to-back event preceded by the 24th APT Policy and Regulatory Forum (PRF-24) [16-18 July 2024] and followed by the 1st Meeting of the Correspondence Group for the APT Ministerial Meeting for 2025 (CGMM-1) [afternoon of 19 July 2024] which will be held at the same venue in hybrid format. Please refer to the relevant invitations (Ref: APT/2024/PRF-24/INV-NF and APT/2024/CGMM-1/INV-NF) for detailed information on PRF-24 and APT CGMM-1.

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I would appreciate your good support and active participation in ensuring a successful event.

Yours sincerely,

(Original signed)

Masanori Kondo
Secretary General

Encl: Provisional Agenda

To: APT Members (NF), Associate Members (NF), Affiliate Members and International Organizations