



ASIA-PACIFIC TELECOMMUNITY

12/49 Soi 5, Chaeng Watthana Road, Bangkok 10210, Thailand

Ref. APT/2024/ WTSA24-5/INV-NF

4 June 2024

Dear Sir/Madam,

**Subject: The 5th Meeting of the APT Preparatory Group for WTSA-24
(APT WTSA24-5), 19-23 August 2024, Bangkok, Thailand**

I would like to inform you that the Asia-Pacific Telecommunity (APT) will organize the 5th Meeting of the APT Preparatory Group for WTSA-24 (APT WTSA24-5) from 19 to 23 August 2024 in Bangkok, Thailand with physical attendance as well as virtual/online participation through Zoom meeting (i.e. hybrid meeting). The Meeting will be organized by the APT and hosted by the National Broadcasting and Telecommunication Commission (NBTC) of Thailand.

The objective of APT WTSA24-5 is to assist the APT members to prepare for the ITU World Telecommunication Standardization Assembly 2024 (WTSA-24) which will take place in New Delhi, India from 15 to 24 October 2024. APT WTSA24-5 will review the ITU Preparation and outcomes of TSAG meeting, review the outcomes of the preparatory process of other regional organizations, finalize the development of Preliminary APT Common Proposals (PACPs), review the proposals to WTSA-24 by other regions and develop possible APT Positions, as appropriate, and develop necessary procedures and APT coordination arrangements during WTSA-24.

In this regard, I am pleased to invite representative(s) from your administration to attend APT WTSA24-5. Please ensure that the office bearers of WTSA and experts from your administration are included in your delegation. APT would also like to encourage organizations in your country whose works are related to the work of WTSA to participate in the meeting. The Provisional Agenda is attached herewith for your information. 'Information for Participants' explaining the detailed arrangement of the meeting will be sent at a later stage.

For both physical and virtual/online attendance, registration can be done online at <https://www.apr.int/content/online-registration>, by **05 August 2024** for making necessary arrangements. Please indicate in the registration form whether your delegate 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 e-mail aprtwsa@apr.int.

APT members and International/Regional Organizations 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 aprtwsa@apr.int. The template is available on the APT website. **The deadline for submission of contribution(s) is 09 August 2024.**

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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/
Regional Organizations