



## ASIA-PACIFIC TELECOMMUNITY

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

Ref. No.: 2016/CGSP-01

12 December 2016

Dear Sir/Madam,

**Subject: Invitation to participate in the activities of the Correspondence Group on the Strategic Plan of the Asia-Pacific Telecommunity for 2018-2020**

On behalf of the Asia-Pacific Telecommunity (APT), I would like to express my sincere thanks to you for your valuable support and contribution toward APT activities for the year 2016. With your good cooperation, all activities in 2016 were successfully implemented. I wish to receive your continued support and cooperation in 2017.

I would like to take this opportunity to inform you that the 40th Session of the Management Committee of the APT (MC-40) held in Nadi, Fiji from 29 November to 2 December 2016 agreed to establish the “Correspondence Group on the Strategic Plan of the Asia-Pacific Telecommunity for 2018-2020” or CGSP. MC-40 also appointed Mr. Myer Techitong (Republic of Palau) as Chairman of the Group.

The scope of work of CGSP will include: to plan and coordinate the Strategic Plan of the APT for the period 2018-2020; to develop of a draft Strategic Plan 2018-2020; to finalize the draft Strategic Plan; and to report the outcomes to the 14th Session of the General Assembly of the APT (GA-14). CGSP will work until GA-14 and would be dissolved afterwards. CGSP will work mainly through correspondence via email reflector in addition to the two physical meetings to be held in 2017 as approved by MC-40. Terms of Reference of CGSP approved by MC-40 is attached herewith. GA-14, which will be held in the last quarter of 2017, will adopt the Strategic Plan of the APT for 2018-2020.

In this regard, I would like to invite your administration to nominate suitable experts (including expert from your Affiliate Members, if any) who can contribute to the activities of CGSP. To submit your nomination (not more than three experts), please send the name of experts, their designations and emails to APT Secretariat by email to [apt-cgsp@apt.int](mailto:apt-cgsp@apt.int) on or before **31 December 2016**. The 1st Meeting of the CGSP will be held from 7 to 8 February 2017 at APT Headquarters in Bangkok, Thailand. A separate invitation to this meeting will be sent to you in due course.

I thank you once again for your cooperation and look forward to receiving your nomination at your earliest convenience.

Yours sincerely,

*[Original Signed]*

Areewan Haorangsi  
Secretary General

Encl: Terms of Reference of CGSP

To: APT Members

**TERMS OF REFERENCE OF THE CORRESPONDENCE GROUP  
FOR THE STRATEGIC PLAN OF THE APT FOR 2018-2020 (CGSP)\***

**1. Scope of the work**

- a. To plan and coordinate APT Strategic Plan 2018-2020 with input from members and other available APT resources;
- b. To develop a draft Strategic Plan 2018-2020 as a preliminary basis in order for the Secretariat to work with counsel of APT members;
- c. To finalize the draft Strategic Plan of the APT for the period 2018-2020;
- d. To report the outcomes to the 14th Session of General Assembly.

**2. Life span of the CGSP**

- a. The CGSP works temporarily until the 14th Session of the General Assembly then it should be dissolved.

**3. Expected Outputs**

- a. A Draft Strategic Plan of the APT for the period 2018 – 2020

**4. Participation**

- a. APT Members may participate in the work of CGSP;
- b. Chairman may invite non-Members for advisory capacity in consultation with the Secretary General of the APT.

**5. Chairmanship**

- a. Chairman will be appointed by the 40th Session of the Management Committee of the APT;
- b. The term of Chairman will be until the 14th Session of the General Assembly of the APT;

**6. Working Methods**

- a. CGSP should work through correspondence means as much as possible;
- b. Physical meeting(s) can be arranged in order to facilitate the discussion, if budget permits and agreed by the Management Committee.

**7. Role of the APT Secretariat**

- a. Organize CGSP meetings;
- b. Provide and maintain email reflector(s) for the CGSP;
- c. Provide necessary secretariat support required by the CGSP.