



ASIA-PACIFIC TELECOMMUNITY

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

Ref: APT/2025/APT PP26-1/INV-NF

11 April 2025

Dear Sir/Madam,

**Subject: The 1st Meeting of the APT Preparatory Group for
ITU Plenipotentiary Conference 2026
18 July 2025, Pattaya, Thailand**

I would like to inform you that the Asia-Pacific Telecommunity will organize the 1st Meeting of the APT Preparatory Group for ITU Plenipotentiary Conference 2026 (APT PP26-1) on 18 July 2025 in Pattaya, Thailand with physical attendance as well as online participation through Zoom (i.e. hybrid meeting).

The 48th Session of the Management Committee of the APT held on 19-22 November 2024 approved the holding of APT PP26-1 to initiate the preparatory process of the APT for the PP-26. The APT PP26-1 is expected to conduct the following activities:

- To elect the Chair and Vice-Chairs of the APT PP-26
- To establish the structure of the APT PP-26
- To appoint the office bearers of the APT PP-26 based on the agreed structure
- To develop the Working Methods of the APT PP-26
- To develop the Work Plan for the APT PP-26
- To have discussion on the status of any important follow-up issues from the last Plenipotentiary Conference

In this regard, I would like to invite your administration/organization to nominate suitable representatives, who are involved in preparing for the Plenipotentiary Conferences, to attend the meeting. The Provisional Agenda is attached herewith for your information. The 'Information for Participants' explaining the detailed arrangement of the meeting will be sent at the later stage.

For both physical and online attendance, registration shall be done online at <https://www.appt.int/content/online-registration> by 4 July 2025 for making necessary arrangements. Please indicate in the registration form whether your participation is physical or online. **Only the registered participants are entitled to join the meeting.** The 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 at aptp@appt.int.

APT 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 the APT Secretariat and send it to aptp@appt.int. APT Associate

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and Affiliate Members, based on the agreement with the corresponding APT Members, can submit Input contribution to the meeting, otherwise it will be treated as Information document. International/Regional organizations, having interests in APT PP-26, are welcome to submit Information document to the meeting. The template is available on the APT website. **The deadline for submission of contribution(s) is 8 July 2025.**

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