**The APT Conference Preparatory Group for WRC Training Workshop**

*6-7 June 2014, Brisbane, Australia*

**DRAFT PROGRAM DAY 1**

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| **Date** | **08:30 - 10:30** | **10:15**  **–**  **10:30** | **10:30-12:15** | **12:15**  **–**  **13:45** | **13:45 -15:15** | **15:15**  **–**  **15:30** | **15:30 -17:00** |
| **Friday 6 June** | 08:30 - 09:30  **Registration**  09:30 -10:00  **Opening Session**   * Opening Address * Welcome Address      * Group Photograph   10:00 – 10:15  **Session 1: Objectives and expected outcomes of the workshop** | COFFEE BREAK | 10:30 – 10:50  **Session 2: Background and overview of APG**  10:50 – 11:10  **Session 3: ITU/APT relationships and protocols**  11:10 – 11:30  **Session 4:** **Role of the APT**  11:30 – 12:00  **Session 5: Meeting**  **documentation**  12:00 – 12:15  **Panel questions and answers session** | LUNCH | 13:45 – 14:25  **Session 6: Domestic preparatory processes**  Examples of various domestic preparation processes    14:25 – 14:40  **Session 7**: **Industry engagement**   * How industry seeks to be involved with APG * Outputs industry would seek from APG * Industry and administrations * Industry interest   14:40 - 15:00  **Session 8: Development of input contributions**   * What inputs does the APG seek * Best format for inputs * Presentation tips for inputs   15:00 – 15:15  **Panel questions and answers session** | AFTERNOON TEA | 15:30 – 15:50  **Session 9: Meeting Procedures**   * Role of plenary, working parties and drafting groups * Consideration of the responsibilities of various chairman roles for the above groups   15:50 – 16:10  **Session 10: Participating in drafting groups**   * Structure of drafting groups * Purpose and objectives of various inputs and outputs of drafting groups * Appointment of drafting group chairs   16:10 – 16:30  **Session 11: Engaging in discussions at APGs**   * Discussion detail at various levels * Importance of ‘offline’ negotiations outside of meetings * Other regional groups   16:30 – 17:00  **Panel questions and answers session** |

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**DRAFT PROGRAM DAY 2**

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| **Date** | **09:00 - 10:30** | **10:30**  **–**  **10:45** | **10:45-12:30** | **12:30**  **–**  **14:00** | **14:00 -15:15** | **15:15**  **–**  **15:30** | **15:30 -17:00** |
| **Saturday 7 June** | 9:00-9:30:  **Opening session:**  **Summary of day 1 and overview of day 2 activities**  Presenter: ACMA  09:30 – 10:30  **Session 1: Case study -Drafting and preparing a contribution**  Participants break into groups   * Developing a contribution in small groups from the case study | COFFEE BREAK | 10:45 – 12:30  **Session 2: Group debate and presentation to WG/DG**   * Presentation of document to WG/DG * Exercise in group conciliation and compromise * Preparing for presentation of contribution to plenary | LUNCH | 14:00 – 15:15  **Session 3: Group presentation**  Participants come together for presentation   * Under take case study based on a WRC-15 Agenda item * Presentation of contributions * Drafting group interaction * Working party and plenary processes | AFTERNOON TEA | 15:30 – 16:30  **Session 4: Overview of the third APG meeting (APG15-3) and through to**  **APG15-5**  16:30 – 17:00  **Session 5: Q & A Panel discussion – issues raised, future directions** |