



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

Ref. APT/2021/APT PP22-1/INV

7 April 2021

Dear Sir/Madam,

**Subject: The 1st Meeting of the APT Preparatory Group for PP-22
1 July 2021, Virtual/Online Meeting**

I would like to inform you that the Asia-Pacific Telecommunity (APT) will organize the 1st Meeting of the APT Preparatory Group for PP-22 (APT PP22-1) on 1 July 2021 as a virtual/online meeting.

The 44th Session of the Management Committee of the APT held on 7-10 December 2020 approved the holding of APT PP22-1 to initiate the preparatory process of the APT for the ITU Plenipotentiary Conference 2022 (PP-22). APT PP22-1 is expected to conduct the following activities:

- To elected Chairman and Vice-Chairmen of the Preparatory Group;
- To form the structure of the APT Preparatory Group for PP-22;
- To nominate office bearers of the Preparatory Group based on the structure;
- To develop Working Methods of the Preparatory Group for PP-22;
- To develop Work Plan for PP-22; and
- 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 representative(s) from your administration/organization who are involved in the preparation for ITU Plenipotentiary Conferences to attend the meeting, which will be organized virtually via Zoom meeting platform. The Provisional Agenda and Information for Participants are attached herewith for your information.

Registration can be done online at <https://www.appt.int/content/online-registration>, preferably by **17 June 2021** for making necessary arrangements. Once the registration is accepted, APT Secretariat will inform Zoom meeting link, password, and other relevant information directly to the registered participants one week prior to the meeting. Only the registered participants are entitled to join the meeting. Should further information or assistance regarding the meeting is required, please contact APT Secretariat by an email apptpp@appt.int. APT Secretariat will do its best to provide the necessary environment for the remote participation.

Members, Associate Members and Affiliate Members who wish to submit contribution on the agenda items should prepare their contribution in Microsoft Word and/or PowerPoint, English Version and in proper template provided by APT Secretariat and send it to apptpp@appt.int. **The deadline for submission of your contributions is 24 June 2021.**

/...

I look forward to your good support and cooperation in ensuring a successful event.

Yours sincerely,

(Original signed)

Masanori Kondo
Secretary General

Encls: 1) Provisional Agenda
2) Information for Participants

To: APT Members, Associate Members, Affiliate Members and International/Regional Organizations