



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

Ref. APT/2023/ASTAP-35&WTSA24-1/INV-NF

20 January 2023

Dear Sir/Madam,

**Subject: The 35th APT Standardization Program Forum (ASTAP-35) and  
The 1st Meeting of the APT Preparatory Group for WTSA-24 (APT WTSA24-1)  
17-21 April 2023, Bangkok, Thailand**

I am pleased to inform you that the Asia-Pacific Telecommunity (APT) will organize the 35th APT Standardization Program Forum (ASTAP-35) from 17 to 20 April 2023 and the 1st Meeting of the APT Preparatory Group for WTSA-24 (APT WTSA24-1) on 21 April 2023 in Bangkok, Thailand. Both meetings will be held in hybrid mode.

The objective of ASTAP is to promote, coordinate and harmonize telecommunication standardization activities across the Asia-Pacific region through regional cooperation. It is expected that participants strengthen their expertise on standardization and contribute to expand the scope of standardization activities through practical solutions on the ICT issues in this region. In addition, ASTAP-35 will organize an one-day Industry Workshop on 17 April 2023.

The objective of APT WTSA24-1 is to establish the structure of the APT Preparatory Group for WTSA-24, to adopt its tentative Terms of Reference, to develop Working Methods of the Preparatory Group, to appoint Office Bearers and to develop tentative Work Plan and Timeline of the Preparatory Group.

In this regard, I am pleased to invite representatives from your administration/ organization to attend these events. Kindly ensure that the office bearers of ASTAP and experts from your administration/ organization on Standardization are included in your delegation. The APT would also like to encourage the organizations in your country whose works are related to the work of standardization to participate in the meetings. The Provisional Agendas are attached herewith for your information. Information for Participants will be available at later stage.

Registration of delegates can be done online at <https://www.apt.int/content/online-registration>, preferably by **3 April 2023** for making necessary arrangements. If you need further information or assistance regarding the meetings, please contact the APT Secretariat by e-mail [aptastap@apt.int](mailto:aptastap@apt.int).

APT 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 [aptastap@apt.int](mailto:aptastap@apt.int) (for ASTAP-35) or [aptwtsa@apt.int](mailto:aptwtsa@apt.int) (for APT WTSA24-1). The template will be posted on APT website. **The deadline for submission of your contributions is 10 April 2023 (for ASTAP-35) and 14 April 2023 (for APT WTSA24-1).**

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I look forward to receiving your good support and cooperation to make these events a success.

Yours sincerely,

(Original signed)

Masanori Kondo  
Secretary General

Encls: 1) Provisional Agenda of ASTAP-35  
2) Provisional Agenda of APT WTSA24-1

To: Members (NF), Associate Members (NF), Affiliate Members, and International Organizations