

Our Ref. No: APT/HRD-6.1.1/2014/JPN-JTEC/SDPAPRUIPS

15 October 2014

**OFFER OF FELLOWSHIP ON APT TRAINING COURSE**  
**(Funded by Extra Budgetary Contribution of Japan (J1))**

Dear Sir/Madam,

The Asia-Pacific Telecommunity (APT) would like to offer the following training course to suitable and qualified staff of your administration. This training course is funded by Ministry of Internal Affairs and Communications, Government of Japan as Extra Budgetary Contribution.

Title/Place	Date/Duration	No. Fellowship	Closing of nomination
<b>Strengthening Disaster Preparedness in Asia-Pacific Region Utilizing ICT</b> JTEC, Tokyo, Japan	<b>26 Jan. – 6 Feb., 2015</b> <b>(12 Days)</b>	<b>1 full fellowship</b> <b>or</b> <b>2 partial fellowships</b>	<b>5 Dec. 2014</b>

The selection of the trainees will be made based upon the following criteria and the documents submitted on time to the APT Secretariat as stated below. Please read the “**General Information on APT Training Course**” carefully before nominating applicants. The APT Secretariat reserves the right to decline any application that does not meet the requirements.

The selection process of qualified nomination will be initiated as per the “**HRD Guidelines for APT Fellowships under HRD Programme (2013)**”. Applicants are encouraged to register early as places in the training courses are limited. Priority will be given to the members who have not received the fellowships for our previous training courses. The acceptance process would also be made until reaching the maximum capacity of trainees as well as the budgetary limit for this training course.

**Selection Criteria:**

An applicant should:

- 1) be a university graduate or equivalent with working experience of more than 3 years in the field of telecommunications;
- 2) be currently engaged in policy making, planning and / or operation of disaster related communication networks;
- 3) be a technical official in the administration or the regulator of telecommunications;
- 4) be under 45 years of age;
- 5) not be serving in the military and,
- 6) meet the requirements set under “Guidelines for APT Fellowships under HRD Programme (2013)”.

**Fellowship (full/partial):**

APT is pleased to offer your administration one full fellowship or two partial (half) fellowships to the training course. Your organization can select one full fellowship or two partial (half) fellowships when you nominate trainees for the training course. In the case of two partial fellowships, the first partial fellowship will cover the airfare only and the second fellowship will cover hotel accommodation and pocket allowance. For further information, please contact to APT secretariat at [apthrd@apt.int](mailto:apthrd@apt.int).

The above selection criteria will equally apply to both the full fellowship and the partial fellowship.

**Required Documents:**

- A. Completed Nomination Forms (with current photo, signatures of the Nominee, Direct Supervisor and the APT official contact person), **APT cannot accept any forms without the signature of the APT contact person**);
- B. Copy of the nominee's passport with the details and picture page;

The details of the training course such as course outline, support and nomination procedure and nomination form are also attached for your perusal and further action. Only the APT official forms will be used for submission to the APT Secretariat for the programme. All correspondence related to the application should be sent preferably by e-mail to [apthrd@apt.int](mailto:apthrd@apt.int) or fax to +66-2573-7479 before the closing date of the nomination.

**Note: There have been some issues over e-mail exchanges between member countries and APT. If no reply has been received from APT a week after your nomination, please contact APT secretariat either by phone or fax.**

Thank you very much and I am looking forward to receiving your nomination soon.

Yours faithfully,



Toshiyuki Yamada  
Secretary General

TE/PO/tp

Attachments:

- Annex-1: Procedural Information on APT Training Course  
Annex-2: General Information on APT Training Course  
Appendix 1 Tentative Program for Training Course  
Attachment 2 Organization Chart Sample  
Annex-3: APT Nomination Form  
Annex-4: Guidelines for APT Fellowships under HRD Programme (2013)

To: **All APT Fellowship Members**  
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