

No. 4-1/2020-IR/03
Department of Telecommunications
512-A, Sanchar Bhawan, 20-Ashoka Road,
New Delhi -110001.

Dated: December 02, 2020

Kindly find enclosed the copy of letter no. *APT/CB/4.1.1-2020/KDDIF & JTEC(F)* dated 26th November, 2020 received from APT, Bangkok, Thailand regarding "*APT Online Seminar/Workshop Course for the effectiveness of Radio Broadcasting in Rural Areas where the limited Broadband Network*" during 12-19 January, 2021 hosted by KDDIF & JTEC, Japan. It may be noted that, this training course consists of Online and Virtual Classroom Training hence there is no traveling for the trainees.

It is requested that the names of the suitable candidates meeting **Selection Criteria** specified by APT in the Invitation Letter along with the complete **bio-data, duly filled nomination form** (as per **annex-3**) and **foreign tour profile** as shown below, may please be sent as scan copy to **dirir-dot@nic.in/siddharth.kumar@gov.in/** by 10th December 2020.

Kindly note that preference will be given to the Female applicants who have not undertaken any foreign visit in last three calendar years.


Specimen of Bio data

1. Name, Staff No. and Designation
2. Date of Birth
3. Qualification
4. Year of Recruitment
5. Present job & duties
6. Study Group Number if any
7. Details of Contact including Mobile No. and E-mail
8. Status of Annual property returns of the previous year i.e. 2019 within time
9. Aadhar Card Number & PAN Card Number

Details of Foreign training/visits during last three years

1. Name of training course/visit
2. Period of visit
3. Name of country visited
4. Date of submission of tour report

(Encl: as above)


02/12/2020
(Siddharth Kumar)

(Siddharth Kumar)
ADG (IR)
(BID) No. 23026252
Assistant Director General (IR)
Department of Telecom, Govt. of India

Copy by e-mail to: -

- 1 Sr. DDG (TERM), DoT HQ /Sr.DDG (TEC)/ Wireless Advisor, DoT HQ New Delhi
2. DDGs DoT HQ/ (TERM)
3. Director (IR-I), Director (IR-II), DOT
4. Director (IT), DOT is requested for hosting on DOT Website



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

Ref. APT/CB/4.1.1-2020/KDDIF & JTEC (F)

26 November 2020

Dear Sir/Madam,

Subject: APT Online Seminar/Workshop Course for the Effectiveness of Radio Broadcasting in Rural Areas where the limited Broadband Network

I am pleased to inform you that the Asia-Pacific Telecommunity (APT) will organize the APT Online Seminar/Workshop Course for the Effectiveness of Radio Broadcasting in Rural Areas where the limited Broadband Network. The APT Online Seminar/Workshop will be held from 12 to 19 January 2021 by KDDI Foundation (KDDIF) and Japan Telecommunications Engineering and Consulting Service (JTEC), Japan. Details are as follows:

Title/Place	Date/Duration	No. of Participants	Closing of Nomination
APT Online Seminar/Workshop Course for the Effectiveness of Radio Broadcasting in Rural Areas where the limited Broadband Network (KDDIF and JTEC), Japan	12 - 19 January 2021 (8 days)	Up to 2 participants per administration	18 December 2020

In this regard, I would like to invite your administration to nominate qualified applicant(s) to attend the training course. Please read “**How to Apply**” section for the training course, “**Procedural Information on APT Training Course**” (Annex-1) and “**General Information on APT Training Course**” (Annex-2) before submitting your nomination. Female applicants are encouraged to apply for this training course. The candidates who have received an APT fellowship for an APT training course in the past twelve (12) months can also apply for this online training course.

The applicants will be selected based upon the following criteria and the documents submitted on time to the APT Secretariat. The selection will also be in accordance with the “**Guidelines for APT Online Training Courses**” (Annex-4). As the facilities of the training institution may not be able to accommodate all applications, the APT Secretariat reserves the right to decline any application that does not meet the requirement.

Selection Criteria:

• **Qualifications of an applicant:**

- 1) be a university graduate or equivalent with working experience of more than 3 years in the field of telecommunications business;
- 2) have a special interest in planning, promotion, construction, expansion; and

/ ...

- 3) be PPDR operation of disaster management systems using broadcasting ICT in Authorities or Institutions deals with Disaster Management or, State-run broadcaster, or ICT related Organizations.

How to Apply:

Each administration can submit up to two (2) nominations. Please arrange the applicants in priority order. Also, your administration is expected to provide the trainee with reasonable time at their home administration to complete the online training course. The estimated time of at least 5 hours per week is suggested.

Required Documents:

- A. Completed Nomination Form (Annex-3) with current photo, and signatures of the Applicants, Direct Supervisor and the APT official contact person. (The APT shall not accept any Nomination forms without the signature of APT official contact person.); and
- B. Copy of the applicant's passport with the details and photo page

All correspondence related to the application should be sent by e-mail to apthrd@apt.int or fax to +662 573 7479 before the closing date of the nomination. **In case no acknowledgement of receipt has been informed by APT within one week after your nomination, please contact the APT Secretariat either by phone or fax.**

I look forward to receiving your nomination soon. Should you require any further information, please contact the APT Secretariat at apthrd@apt.int.

Yours sincerely,



Areewan Haorangsi
Secretary General

Attachments:

- Annex-1: Procedural Information on APT Training Course
- Annex-2: General Information on Online Training Course
- Annex-3: APT Nomination Form
- Annex-4: Guidelines for APT Online Training Courses

To: All APT Fellowship Members

cc: Mr. Yoshinori Shibayama
Deputy Director-General for International Cooperation
Global ICT Strategy Bureau
Ministry of Internal Affairs and Communications, Japan

cc: Mr. Hirofumi Manabe
Vice President
KDDI Foundation

Mr. Kazunori Fujita
Deputy Director, Department of Int'l cooperation,
KDDI Foundation (Public Interest Incorporated Foundation)

Mr. Masanobu Ushizaka
Executive Vice President
Japan Telecommunications Engineering and Consulting Service (JTEC)

Mr. Yasuji Sakaguchi
Director, Broadcasting Systems Engineering,
Japan Telecommunications Engineering and Consulting Service (JTEC)

Procedural Information on APT Training Course

1. Nomination

The nomination form is to be filled-up by your nominee. This form should be sent to the Secretary General of APT with endorsement or signature of APT contact person or Head of Organization as mentioned in the page 2 of the form.

Closing date of the nomination is stated in the offering letter. Late or incomplete nominations are liable to be rejected. APT Secretariat will select the trainees according to the selection criteria mentioned in the offering letter.

Due to the problems that have been experienced with the reception of incoming e-mails, if you send an application to APT and did not received a reply within a week, please contact APT Secretariat either by phone (+662-5730044) or facsimile (+662-5737479) to follow it up the nomination procedure.

2. Confirmation of attendance

After receiving the notification of acceptance from APT, the APT contact person is required to confirm the attendance of your nominee.

For the online training, the accepted nominee is required to complete the online registration before the first day of the training course. The detailed information will be provided to the APT contact person at the notification of acceptance.

3. Feedback

APT requests your trainee's frank appraisal to evaluate the effectiveness of the training courses for further improvement in the following years.

The evaluation questionnaire will be provided for receiving feedback on the training course from your trainees. Trainees are requested to fill up the form at the end of the course and return it to the local host for submission to APT Secretariat later. Your trainees' responses will be kept confidential and only be revealed to the parties concerned in the form of statistical table or chart.

4. Others

Please refer to the "Guidelines for APT Fellowship under HRD Programme" also for more detail information.

General Information on APT Training Course
(Funded by Extra Budgetary Contribution of Japan)

1. **Title of Training Course:** Online seminar/workshop course for the effectiveness of radio broadcasting in rural areas where the limited broadband network.
2. **Organization (hosted by):** KDDI Foundation (KDDIF)
Japan Telecommunications Engineering and Consulting Service (JTEC)
3. **Duration:** 12 – 19 January 2021 (Tentative schedule)
4. **Place:** Online seminar/workshop by Zoom Meeting
5. **Abstract of the Course:**

This course will cover the basic concept of Public Protection and Disaster Relief (PPDR) by broadcasting technologies in rural areas where it's difficult to use PPDR due to low penetration usage, such as the Internet and mobile network. Compared to broadband network ICT, PPDR using broadcasting technology conveys less information, but it realizes simple utilization and wide coverage with high reliability., so we think it is suitable for above rural areas. It will help participators in developing an understanding of broadcasting technologies like the Emergency Warning Broadcasting System (EWBS) used in PPDR too. The participators will learn the effective deployment of various broadcasting technologies in PPDR and understand the role responsibilities of the stakeholders for sustainable broadcasting service and managing disasters. We indeed will realize broadcasting technologies for PPDR are critical for saving lives and protecting property during emergencies, significant events, and disasters. We would like to request for a participator who is one person on behalf of each government/state to prepare a Country Report based on a questionnaire (**Appendix-1**) because we want to understand the disaster situation and broadband/ICT penetration in your rural areas of the country.
6. **Objectives:**
 - To understand the essential function of PPDR utilized broadcasting.
 - To develop understanding of the EWBS from various broadcasting technics usage.
-MW, FM radio and Digital television
 - To develop understanding the dissemination of local area information to evacuation center after disaster.
 - To discuss policy and regulation aspect of PPDR utilized broadcasting in your rural area of country in mini presentation.

Note:

The host recommends that participators might check the following ITU's handbooks in advance.

- Report ITU-R BT.2299-0/ Broadcasting for public warning, disaster mitigation and relief
https://www.itu.int/dms_pub/itu-r/opb/rep/R-REP-BT.2299-2014-PDF-E.pdf

7. **Course Description:**

This course can be defined as an online seminar/workshop on developing ideas of the infrastructure of the digital divide resolution and PPDR by utilizing radio broadcasting ICT fields as follows:

1. Required role of broadcasting when disaster moment in response to disaster risk mitigation for PPDR
2. Basic understanding of EWBS technology
3. Case study in MW Radio broadcasting
4. Case study in FM Radio broadcasting
5. Case study in Digital Television broadcasting
6. Dissemination of local/area information to evacuation centers after a disaster
7. Case study and introduction of community FM broadcasting enterprise in Japan

This course covers sharing knowledge with Japanese experts, exchange information among participants, finding the optimum solutions for specific needs. It will help to build a broadcasting ICT in the area with further promotion of its utilization.

8. **Expected Outcome:**

After attending this course, participators will deepen their understanding of PPDR using radio broadcasting and will be able to get ideas for disaster prevention usage in their own country. For example, we assume the usage in rural areas where the low population and low broadband network penetration. PPDR using radio broadcasting can be understanding that it's one of the beneficial transmissions of information tools to the rural residents about "emergency information transmission," "robust and safe information provision," and "economic sustainability in infrastructure investment.

9. **Target Audience:**

An applicant should be /will be official in charge / have a special interest in planning, promotion, construction, expansion, and PPDR operation of disaster management systems using broadcasting ICT in Authorities or Institutions deals with Disaster Management or, State-run broadcaster, or ICT related Organizations of APT Member Countries.

10. **Tentative Schedule:**

Please refer to the Appendix 2 for the tentative schedule.

Note:

1. The exact timeslot may be decided based on the convenience of the participating countries.
2. Seminar material related to topics covered in the course will be made available through a suitable link/e-mail. We also deliver it to those who wish by courier.
3. This schedule is subject to change for the elaboration of specific topic and adjustment.
4. The host will consider holding them individually by that country, too, if there are more than four participators in the same country.
5. Participators should email the contact people if they cannot attend on the day of the program due to unanticipated glitch, i.e., sick, service, etc.

11. System Requirements:

- a) OS: Windows 10, Windows 8 or 8.1, Windows 7 with SP1 or later, Mac OS X 10.7 or later.
- b) Browser: Chromium Edge, Google Chrome, Firefox, Safari, or Internet Explorer browser
Latest version.
- c) Additional Software: Zoom Client for Meetings - Recommended use as a Zoom Web Meeting
Apps.
- d) Internet Connection: Minimum 1.5Mbps is strongly recommended as besides online presentations,
the training material may contain MS-PowerPoint and videos.

12. Regulation:

Selected participants are required to actively participate in this course from the beginning to the end.
The participants in all programs can receive an official certification of attendance from the host.

13. Contact people for this course host:

Primly organizer

Name: Kazunori FUJITA (Mr.)

Title: Deputy Director, Department of Int'l cooperation,
KDDI FOUNDATION (Public Interest Incorporated Foundation)

Tel: +81-3-6328-3037

Email: ka-fujita@kddi-foundation.or.jp

Copy to

Name: Yasuji SAKAGUCHI (Mr.)

Title: Director, Broadcasting Systems Engineering,
Japan Telecommunications Engineering and Consulting Service (JTEC)

Tel: +81-3-3495-5215

Email: sakaguchi@jtec.or.jp

Input Information for Preparation of Country Report

1. Preparation of Country report:

This report should be made by Microsoft Powerpoint on A4 paper size. We expect this report will help us to understand the disaster situation, mobile/ICT environment, and relevant issues in your rural areas of the country.

2. Country Report Presentation:

We request for a presenter to make ten minutes presentation and to be focused mainly on the following point.

- a) Introduction about yourself (Organization, Position, Your job)
- b) Types of disasters in rural areas where they happen and types of PPDR tools now.
- c) Hot issues in your country in regard with
 - broadcasting policy
 - digital radio and IP broadcasting
 - PPDR by broadcasting
- d) Your involvement with PPDR
- e) How will this seminar/workshop be utilized to your present and future job?

3. Submission of Electronic file:

- e) Electronic files of the Country Report should be submitted to contact people for this course host no later than Friday, December 30, 2020.
- f) A set of English brochures stating national ICT strategy or overview of ICT projects of the Annual report is welcomed.

4. Questionnaire for Country Report Presentation:

4.1 Presenter details

Name, Organization, Position, Type of work

4.2 National information

- a) Your organization structure
- b) Broadcasting organization structure
- c) The organization that manages and approval procedures for the broadcasting license
- d) Current status of frequency assignment (mobile and broadcasting)
- e) Types of disasters in rural areas where they happen and usage of PPDR tools now.

4.3 Communication development in your target rural areas

4.3.1 Broadcasting service

- a) Number of population, population penetration rate for Television and Radio, area coverage rate.
- b) Current status and future planning of frequency allocation to Television and Radio broadcaster.
- c) Current status of digital broadcasting service, like satellite and terrestrial TV.

- d) Recent topics on governmental support for the development project for scheme, budget, achievements, etc.

4.3.2 Mobile phone

- a) Number of population, population penetration rate for smartphone, area coverage rate, data traffic trends.
 - b) Current status and future planning of frequency allocation to mobile carriers.
 - c) Current status of mobile service, like an email, SMS, SNS and, etc.
 - d) Recent topics on governmental support for the development project for scheme, budget, achievements, etc.
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Tentative Schedule

Date and Time		Plan	Remarks
12 January/2021	30Min	Registration	Twice a day Morning / Afternoon
	30Min	Opening Orientation	
	60Min	Presentation of Country Report from participators	
	60Min	Seminar #1 1. Required role of broadcasting when disaster moment in response to disaster risk mitigation for PPDR 2. Basic understanding of EWBS technology	
13 January/2021	30Min	Registration	Twice a day Morning / Afternoon
	60Min	Seminar #2 3. Case study in MW Radio broadcasting 4. Case study in FM Radio broadcasting	
	60Min	Seminar #3 5. Case study in Digital Television broadcasting	
14 January/2021	30Min	Registration	Twice a day Morning / Afternoon
	60Min	Seminar #4 6. Dissemination of local/area information to evacuation centers after a disaster	
	120Min	Seminar #5, #6 7. Case study and introduction of community FM broadcasting enterprise in Japan	
15 January/2021		Preliminary days from 12 to 14	Spare days
16~18 January/2021		closings	Preliminary work
19 January/2021	30Min	Registration	Twice a day Morning / Afternoon
	60Min	Mini presentation from participators Q&A	
		Closing session	
dd January/2021	60Min	Individual Meeting/workshop	Advanced reservations are required

Note:

1. The exact timeslot may be decided based on the convenience of the participating countries.
2. Seminar material related to topics covered in the course will be made available through a suitable link/e-mail. We also deliver it to those who wish by courier.
3. This schedule is subject to change for the elaboration of specific topic and adjustment.
4. The host will consider holding them individually by that country, too, if there are more than four participators in the same country.
5. Participators should email the contact people if they cannot attend on the day of the program due to unanticipated glitch, i.e., sick, service, etc.

Output Information for Preparation of Mini presentation from participators

1. Preparation:


This report should be made by Microsoft Powerpoint on A4 paper size. We request for a presenter to make ten minutes presentation and to be focused mainly on the following point.

- a) Introduction about yourself (Organization, Position, Your job)
- b) Types of disasters in rural areas where they happen and types of PPDR tools now.
- c) Your involvement with PPDR at your rural areas.
- d) If you would like to have a request for the research and study or Pilot project for PPDR by broadcasting technologies at APT-C1 or APT-C2, you might talk about the overview in this presentation.
- e) How will this seminar/workshop be utilized to your present and future job?
- f) Requests for Japan (EBC-Japan) from your country;
Cooperation among APT countries regarding Radio broadcasting service for PPDR with Japanese experts. - i.e. like technical cooperation, human resource development, expectation towards Japan, etc.

2. Submission of Electronic file:

Electronic files of the report should be submitted to contact people for this course host no later than the day before your presentation.

NOMINATION FORM FOR TRAINING COURSE

	Asia-Pacific Telecommunity APT Sponsored Training Programme * Please answer all the questions completely by typewritten			Photograph (4.5 cm x 4 cm)
1. Course Title :				
2. Host and Venue :				
3. Duration: From _____ To _____				
4. First Name		Middle Initial	Family Name (Surname)	5. Sex
Mr./Mrs/ Miss/Dr./ ()				
6. Date of Birth	7. Age	8. Nationality	9. Passport Details	
____/____/____ Date Month Year			Passport Number : _____ Date of Issue : ____/____/____ Date of Expiry : ____/____/____ Place of Issue : _____ Place of getting visa: _____	
10. Present Position and Organization			11. Smoker/Non-smoker	
Job Title : _____ Department/Division : _____ Organization : _____ Address : _____ Tel : _____ Mobile no.: _____ E-mail : _____			<input type="radio"/> Smoker <input type="radio"/> Non-smoker	
12. Food Preference		13. Contact Person in case of emergency within your organization		
<input type="radio"/> Muslim <input type="radio"/> Vegetarian <input type="radio"/> Other ()		Name: _____ Relationship: _____ Address: _____ Tel : _____ Email : _____		
14. English (good/ fair/ poor)		15. Education		
Reading :	Year	Name of Institution/ Place & Country	Major Subject/ Degree	
Writing :				
Speaking :				
TOEIC score :				
16. Overseas training received during the last 5 years (state on the most recent) :				
Date :	Duration (days) :	Host :	Course Title :	
17. Career/Work Experience (Please describe your previous positions & job experience during the last 5 years.)				
Year (From/To)	Organization	Position	Duties and responsibility (Please use separate sheets if necessary)	
<i>Details of Personal data: APT will refer further to these additional details for final selection of trainees.</i>				

Please read the offering letter and the course description carefully before filling the blanks of 19 to 21.

18. Please give reasons why you intend to attend this course.

19. Please give more details about your prior knowledge which is required/relevant to this course.

20. How will you utilize your knowledge gained from this course?

21. I certify that the information given above is true and complete to the best of my knowledge. By affixing my signature, I hereby assure you that I don't have any physical disability and mental problems which may hinder me to attend all activities under this training course, including site visit if it is scheduled, without special supports or preparations by the host organization.

Nominee:

DATE

NAME OF NOMINEE

SIGNATURE

22. Please state your personal assessment of the nominee including the ability to speak and read English.

Director Supervisor:

DATE

NAME, TITLE OF SUPERVISOR

SIGNATURE

23. Endorsement By APT Member Administration/Organization

In nominating _____ for the APT-Sponsored training programme, this Administration/Organization certifies that he/she is medically fit to travel abroad for the course. The Administration/Organization will bear the cost and take full responsibility of any medical treatment or injury of the nominee if it is necessary, during the travel and training period.

This Administration/Organization will also be responsible for any charge and expense incurred in respect of any damage to or loss of any property of any person (including those of the nominee) or belongs to the institution or other establishments.

Name: _____

Signature: _____

Position: _____

Official Stamp:

Administration/Organization: _____

Date: _____

Please return to the Secretary General, Asia-Pacific Telecommunity via fax at +66 25737479 or email to apthrd@apt.int

(Revised on 17 April 2015)

Guidelines for APT Online Training Courses

1. Introduction

1.1 APT's objective is to foster the development of telecommunications and ICT in the Asia-Pacific region. "Capacity building and HRD" has been established as one of key areas in the "Strategic Plan of the APT ". Based on the Strategic Plan and the guidance provided by the Management Committee, a plan of the HRD activities is formulated and this guideline aim to provide a clear condition and procedure for implementing APT Training courses.

1.2 Training courses will be organized and managed by selected training centers/institutions of the Member countries. On completion of the online training courses, trainees are expected to disseminate the knowledge and experience gained through the training courses in their own countries in order to increase their productivity by applying acquired skills and knowledge. All trainees who completed at the training courses will be awarded an APT Training Certificate.

2. Eligibility Requirements

The following are some common basic requirements of the applicants for the APT training courses. Please also refer to the selection criteria mentioned in each invitation letter that are in addition to following requirements.

2.1 English Proficiency

Applicants have to have an adequate proficiency in the English language. APT Secretariat may request evidence that applicant's English proficiency is sufficient, such as a certificate in English proficiency from a recognized English training institution. The Nomination Form has to be completed indicating the applicant's proficiency of understanding English.

2.2 Work Experience

Applicants must have at least two (2) years of professional work experience in the proposed field of the training course or study visit.

2.3 Education

Applicants should be university graduates or possess equivalent qualifications/experience in the relevant professional fields unless otherwise specified.

2.4 Residence in APT Member Countries

Applicants must be citizens or permanent residents in the APT Members or Associate Members countries.

2.5 Belonging to APT Membership

Applicants must be employees of APT Members, Associate Members or Affiliate Members. Contact persons are requested not to nominate applicants from organizations that are not an APT member. APT Secretariat will not be able to accept such nominations.

2.6 Diversity of Applicants

Diversity of applicants from the same APT members in a year is recommended.

2.7 Contribution

It is highly recommended that the applicants demonstrate that they have made some

contribution to the relevant APT activities or home countries activities.

2.8 Continuity

It is expected that after participating in an online APT training course, the trainee should continue to work in a relevant department for a minimum period of one (1) year.

3. Nominations and Application Procedures

- 3.1** The maximum number of nomination for each APT member will be specified in the Invitation letter.
- 3.2** To maximize the opportunity for international nominations, no priority will be given to domestic nominations. If the total number of trainees does not reach the capacity for the course, domestic trainees may attend the training course. In this case, the relevant APT member is responsible to pay any costs incurred including the training fee.
- 3.3** APT members shall submit the completed nomination form and relevant information to the APT Secretariat through the APT contact person no later than the closing date mentioned in each invitation letter. Care should be taken to ensure ALL details are supplied to avoid delays in processing the nomination. (The latest nomination form can be downloaded from the APT website, <http://www.apt.int/APTHRD/>)
- 3.4** Before sending the nomination form, APT members are requested to check all the selection criteria with the check list mentioned in each invitation letter, especially with reference to qualification of the nominee and their relevance to the particular training course.
- 3.5** If no acknowledgement reply has been received from APT Secretariat within a week regarding a submitted application for a training course, APT members are requested to contact APT Secretariat either by phone or fax to follow up the procedure in order to ensure the reception of the email.

4. Selection Procedure

The APT Secretariat will select suitable nominations from those submitted before the closing date. The following is a brief flow of the selection procedure.

- 4.1** In principle, the APT Secretariat considers only fully completed nomination forms for selection. ALL requests for information must be provided and ALL questions answered.
- 4.2** The APT Secretariat shall check the qualification of the applicants based on the criteria shown in each invitation letter of the training course as well as the requirements mentioned in the Section 2 above.
- 4.3** APT Secretariat may ask the contact point in the APT members about the details of an applicant for further clarification during the selection process.
- 4.4** Generally trainee selection is made using this guideline and the criteria stated on the APT invitation letter from the eligible nominations received before the closing date.
- 4.5** The APT Secretariat will notify the results of the selection to the relevant contact persons of the

APT members as soon as selection process is completed.

- 4.6 The relevant contact point of APT members must immediately confirm the readiness of the applicant to ensure their participation in the activity on time.
 - 4.7 APT members may suggest to replace their nominee with necessary documents three (3) weeks prior to the commencement of the activity. The APT Secretariat reserves a possibility not accepting such replacement.
5. Participation from non-eligible APT members

In case any APT members who are not eligible for APT training course would like to nominate their trainees to a training course, the interested member may contact the APT Secretariat in advance and make a request. After the necessary coordination with training organization or host country, and depending on the availability of a seat, APT Secretariat will inform the relevant member's contact person on their acceptance with the terms of their participation. Such applicant should meet all criteria as shown in each invitation letter.

6. Communication to Selected Candidates/Trainees

During the whole procedure of nomination and selection process, as well as the preparation time for attending the training course, the APT Secretariat corresponds only with the official APT members contact point. Therefore, the contact point should take the responsibility to communicate with nominated applicants or trainees during and after the training as maybe required.

7. Cancellation of Participation on Training Courses

In case any APT member cancels the participation of a selected trainee, the APT members must inform APT Secretariat no later than three (3) week prior to the start of training courses. APT Secretariat may ask the reason for the cancellation and charge the members the necessary costs for the cancellation, if required.

8. Contact Information

All nominations and related correspondence about the Training should be forwarded on or before the closing date to:

Secretary General
Asia-Pacific Telecommunity (APT)
12/49, Soi 5, Chaengwattana Road
Bangkok 10210, Thailand
Tel: 662 5730044
Fax: 662 5737479
E-mail: apthrd@apt.int

Please use the APT e-mail reflector apthrd@apt.int for all your correspondence.