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| **The 1st APT Preparatory Meeting for PP-14 (PP14-1)**  | **Document :****PP14-1/OUT-06 (Rev.1)** |
| 02 – 03 April 2013, Seoul, Republic of Korea | **25 April 2013** |

**summary record of the 1st APT Preparatory meeting for pp-14**

1. **INTRODUCTION**

The 1st APT Preparatory Meeting for PP-14 (PP14-1) was held from 2nd to 3rd April 2013 at Ritz-Carlton Seoul Hotel, Seoul, Republic of Korea. The meeting was held back to back with the 1st APT Preparatory Meeting for WTDC-14. The meetings were organized by Asia-Pacific Telecommunity (APT) and hosted by the Ministry of Science, ICT and Planning, Republic of Korea.

The agenda and the program of the meeting are contained in Documents PP14-1/ADM-01 and PP14-1/ADM-02(Rev.1) respectively.

The Meeting was attended by 90 participants representing Members, Affiliate Members, International/Regional Organizations and other organizations. Document PP14-1/ADM-03(Rev.1) contains the list of participants of the meeting.

1. **OPENING**
	1. **Welcome Address by Mr. Toshiyuki Yamada, Secretary General, Asia-Pacific Telecommunity**

Mr. Toshiyuki Yamada, Secretary General of APT welcomed delegates to the APT Preparatory Meetings for PP-14 and WTDC-14. He thanked H.E. Mr. Yoon Jong-Lok, Vice Minister, Ministry of Science, ICT and Planning, Republic of Korea for his gracious presence at the opening. He thanked Republic of Korea for proving excellent hosting facilities.

Mr. Yamada also thanked Mr. Mr. Houlin Zhao, Deputy Secretary General of International Telecommunication Union for his presence at the APT preparatory meetings. He mentioned the support provided by ITU for the preparatory meetings of APT for major ITU Conferences and hoped that ITU would continue lending support in the future as well.

Mr. Yamada mentioned that with 38 Members, APT’s contribution to the major ITU Conferences are making significant impact on decision making and work of the Conferences. Mentioning the achievements in PP-10 and WTDC-10, Mr. Yamada emphasized the similar approaches and interests of the Members would be necessary for successful preparations for PP-14 and WTDC-14. He pointed out that the first preparatory meeting was to start the process by establishing the structure and procedures and appointing office bearers. He encouraged members to provide input contributions, take active part in the discussion and put forward their expertise for developing APT Common Proposals for those Conferences.

He thanked all the Members and delegates to attend the meetings. Mr. Yamada’s full address can be found in document PP14-1/INP-01.

* 1. **Keynote Address by Mr. Houlin Zhao, Deputy Secretary General, International Telecommunication Union**

In his key note address Mr. Houlin Zhao, Deputy Secretary General, International Telecommunication Union thanked APT for inviting ITU at the preparatory meetings for PP-14 and WTDC-14. He expressed his heartfelt gratitude to the Government of the Republic of Korea for hosting the important meetings.

Mr. Zhao mentioned the close collaboration between ITU and APT and the important role that APT is playing in the area of ICT development in the region. Indicating the changes in the telecom and ICT sector Mr. Zhao mentioned that while more than half of mobile-cellular and internet users are in the AP Region, as a whole the Asia-Pacific region is still below world average and lagged behind other regions. He mentioned that the PP-14 will be held from 20 October to 7 November 2014 in Busan Republic of Korea. He expressed his hope to have successful PP in the region after PP-94 which was held in Kyoto, Japan.

Mr. Zhao also briefly explained the ITU’s preparation for WTDC-14 and regional preparatory activities for WTDC-14. He also listed some other important events of ITU that will be held in 2013.

Mr. Zhao’s full address can be found in document PP14-1/INP-02.

* 1. **Inaugural Address by H. E. Mr. Yoon Jong-lok, Vice Minister, Ministry of Science, ICT and Planning, Republic of Korea**

In his inaugural address H. E. Mr. Yoon Jong-lok, Vice Minister, Ministry of Science, ICT and Planning, Republic of Korea welcomed all the delegates. He informed the delegates that the new Government of the Republic of Korea established the new Ministry of Science, ICT and Planning to be responsible for ICT. He mentioned about the new Government’s strategy to develop Creative Economy for the nation's economic growth. He added that Creative Economy aimed to generate a new momentum for growth and to achieve sustainable growth through economic policies based on imaginative power, creativity, convergence of knowledge and cutting-edge scientific technology.

Mr. Yoon mentioned that with the changes in the global environment, issues that require international attention and cooperation were increasing, such as information and communications standards, Internet issues and digital divide. In addition, the prolonged global economic downturn presents us a new challenge. In order to overcome these challenges, global cooperation and coordination is necessary more than ever. He added that Asia-Pacific regional had highest growth potential and was most dynamic in the world. He hope with the power of ICT this region could overcome the challenges much quicker than other regions. In that respect he hoped APT could play a vital role. He assured that as founder Member of APT, Republic of Korea shared the vision and values of APT and would continue to strengthen cooperation for the development of APT.

Mr. Yoon promised that as the host country of the PP-14, Korea would spare no effort to contribute to the development of the global ICT field. He hoped that the preparatory meetings would be successful.

Mr. Yoon’s full address can be found in document PP14-1/INP-03.

The opening ceremony was concluded by the presentation of the Token of Appreciation by Mr. Toshiyuki Yamada to H. E. Mr. Yoon Jong-lok, Vice Minister, Ministry of Science, ICT and Planning, Republic of Korea.

1. **FIRST, SECOND AND THIRD SESSIONS OF THE PLENARY**
	1. **Election of the Chairman of the APT Preparatory Group for PP-14 (Document PP14-1/INP-10)**

Mr. Toshiyuki Yamada, Secretary General of APT informed the meeting that Heads of Delegation meetings were held to discuss the nominations and election of the Chairman for APT Preparatory Group for PP-14. He mentioned that APT Secretariat had received three nominations from Members for the Chairman of APT Preparatory Group for PP-14 as indicated in document PP14-1/INP-10. He mentioned that the heads of delegations discussed those nominations and the issue had not yet been settled. He indicated the time was limited for the PP14-1 meeting and the meeting needed to start as soon as possible while waiting for the coordination among the Candidates. He also informed the meeting that heads of delegations decided to start the meeting with provisional/acting Chairman if the coordination among the candidates was not finished by the start of the meeting. He further noted that it was not appropriate to conduct the meeting by Secretary General and an Acting Chairman was needed to be elected from Members. He proposed that a most senior person from the delegation could take the role of Acting Chairman. In this regard, he proposed the name of Mr. Kavouss Arasteh of the Islamic Republic of Iran as Acting Chairman. He informed that Mr. Arasteh had agreed to accept the role.

Mr. Arasteh thanked Secretary General. He mentioned that contributions to the activities of the preparatory process were important for him in any role. Mentioning his attachment with APT for long time, Mr. Arasteh emphasized the unity and solidarity among APT Members for preparatory process and withdrew his candidacy for the Chairman of the APT Preparatory Group for PP-14. He mentioned that he would be happy to act as a vice-chairman of the Group and would be ready to lead the work on the issues related to Stable Constitution of ITU.

Secretary General thanked Mr. Arasteh. Noting that Mr. Arasteh had withdrawn his candidacy for the Chairmanship, Secretary General sought approval of the meeting for Mr. Arasteh as Acting Chairman until a decision was made by the two other candidates.

Australia thanked Secretary General and appreciated the knowledge, skills and dedication of Mr. Arasteh for the preparatory works of APT for ITU Plenipotentiary Conferences. Mentioning the sensitive and delicate situation of the election process Australia proposed to discuss the issue further in additional Heads of Delegation meeting rather than in the plenary. Australia also endorsed the proposal of Secretary General to nominate Mr. Arasteh as the Acting Chairman until the Chairman was elected.

Secretary General thanked Australia and mentioned the discussion was continuing and solution was expected in a day. He emphasized on the limited time duration and of the need to start the meeting.

Malaysia thanked Secretary General. She also thanked Mr. Arasteh for his dedication and contribution to the work of the APT as well as the withdrawal of his candidacy for the Chairmanship. Malaysia also requested further discussion among the candidates and endorsed Secretary General’s proposal on the Acting Chairman.

Secretary General thanked Australia and Malaysia to endorse his proposal and sought any further comment from floor. There was none. Meeting agreed to nomination of Mr. Arasteh as Acting Chairman until the new Chairman was elected.

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| **Decision No. 1 (PP14-1)** |
| The Meeting decided Mr. Kavouss Arasteh of Islamic Republic of Iran to be the Acting Chairman of the PP14-1 Meeting.  |

Mr. Arasteh thanked Members and Secretary General for their confidence in him as Acting Chairman. He also expressed hope that the Chairman issue would be settled soon.

* 1. **Adoption of Agenda (Document No. PP14-1/ADM-01)**

Chairman informed that the provisional agenda of the meeting was contained in document PP14-1/ADM-01. He sought approval of the agenda. It was approved.

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| **Decision No. 2 (PP14-1)** |
| The Meeting approved the Agenda. |

* 1. **Allocation of Documents (Document No. PP14-1/ADM-03)**

Mr. Mohamed Amir, Director Project Development presented the document PP-14/ADM-03 which contained the list of the documents and their allocation. He mentioned all the input contributions were allocated to the Plenary as structure had not yet been formed. Chairman thanked Mr. Amir and asked for comments. There was no comment.

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| **Decision No. 3 (PP14-1)** |
| The Meeting approved the document list and allocation of documents. |

* 1. **Secretary General’s Report on the Decisions of the 36th Session of APT Management Committee (Document PP14-1/INP-15)**

Secretary General introduced the document and mentioned that there were two points in the report. As the first point, he informed that the 36th Session of Management Committee (MC) had approved permanent APT Preparatory Groups for ITU Plenipotentiary Conference (PP), ITU World Telecommunication Standardization Assembly (WTSA) and ITU World Telecommunication Development Conference (WTDC). He mentioned that the MC had provisionally approved the Terms of Reference of those Preparatory Groups and requested those Preparatory Groups to review the Terms of Reference and report back to the MC if any changes were necessary. He noted that APT Preparatory Group for PP-14 had been formed as permanent group and the group needed to review the Terms of References as provisionally approved by the MC. As the second point he mentioned that the MC had approved two preparatory meetings for PP-14 in the year 2013.

Chairman thanked Secretary General for the initiative of making the permanent preparatory groups for major ITU Conferences. He mentioned that the meeting needed to consider the terms of reference and report back to the MC. Chairman asked for comments on the document. There were no comments.

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| **Decision No. 4 (PP14-1)** |
| The Meeting noted Secretary General’s Report on the outcomes of the 36th Session of the Management Committee.  |

* 1. **Presentation on “Preparation for PP-14 at Asia-Pacific” by ITU (Document No. PP14-1/INF-02)**

Chairman invited Dr. Eun-ju Kim, Head of the ITU Regional Office for Asia and the Pacific to make a presentation. Dr. Kim made presentation on ITU’s preparatory process globally and in Asia-Pacific for the Plenipotentiary Conference 2014 (PP-14) which will be held from 20 October to 07 November 2013 in Busan, Republic of Korea. Dr. Kim highlighted several points regarding the preparation for PP-14:

* Structure, rules and procedures for PP-14
* Potential issues for PP-14
* Way forward for PP-14

Chairman thanked Dr. Kim for informative presentation. Dr. Kim’s presentation can be found in document PP14-1/INF-02.

Republic of Korea asked whether the issues related to Stable ITU Constitution would be discussed at Committee (COM) level or at the Working Group of the Plenary. Republic of Korea also asked what specific issues would be for the Working Group of Plenary. Chairman replied that the issues related to Stable ITU Constitution would be dealt with in COM5 rather than in the Working Group of the Plenary. Chairman also replied that the issues which were not associated with the works of COM5 and COM6 and the issues which are delicate in nature were generally allocated to Working Group of the Plenary. Those issues such as internet, WSIS+10 review process would be discussed at the Working Group of the Plenary.

* 1. **Discussion of the Terms of Reference and the Working Methods of the APT Preparatory Group for PPs (Documents PP14-1/INP-15, INP-11Rev.2)**

Secretary General mentioned that the Annex 1 of document PP14-1/INP-15 contained Terms of Reference of the APT Preparatory Group for PP as provisionally approved by the last MC. He reminded that the MC had requested the Group to review the Terms of Reference and report back to the MC. Therefore, meeting needs to discuss the Terms of Reference.

Then Secretary General introduced document PP14-1/INP-11Rev.2 which was the proposed Working Method of the APT Preparatory Group for PPs. He informed that the MC had instructed the Group to develop its Working Methods which should contain terms of reference, structure, document approval procedures, participation details etc. Based on the instruction of the MC, APT Secretariat had prepared the draft which took into account the present Working Method of APT Conference Preparatory Group for WRCs. He mentioned that the Working Methods should be discussed and finalized at the meeting and need be submitted to the MC for approval.

Chairman thanked Secretary General for the initiatives taken by Secretariat to draft the documents. He mentioned that the documents are needed to be reviewed at an Ad-Hoc group and reported back to plenary for approval. He sought agreement on that course of action. It was so agreed. Chairman invited delegates to attend the Ad-Hoc group meeting.

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| **Decision No. 5 (PP14-1)** |
| The Meeting decided that the Terms of Reference and Working Method would be reviewed by the Ad-Hoc group and reported back to the plenary for approval.  |

* 1. **Discussion on the Structure of the APT Preparatory Group for PP-14 (Document PP14-1/INP-06 and INP-12)**

Chairman mentioned that there were two documents regarding the structure of the APT Preparatory Group for PP-14; document PP14-1/INP-06 from Islamic Republic of Iran and document PP14-1/INP-12 from APT Secretariat. As part of Iranian delegation Chairman introduced document INP-06. He mentioned that Iran was proposing a structure for the Group similar to that of the APT Preparatory process for PP-10. Iran proposed a total of five Correspondence Groups and the terms of reference for each Correspondence Group are listed in the document.

Secretary General introduced document PP14-1/INP-12 which contained the proposed structure for the APT Preparatory Group for PP-14. He mentioned that Secretariat had proposed three Working Parties. He added that for the smooth operation of the meeting Secretariat had proposed reduced number of Working Parties. He also mentioned the terms of reference of each Working Party were also listed in the document.

Chairman thanked Secretary General and proposed that sub groups should be called as Working Groups rather than Correspondence Groups or Working Parties. Meeting agreed to call the sub groups as Working Groups.

Chairman then proposed the following four Working Groups:

* Legal and Policy
* Finance and Administration
* Stable Constitution
* Sector Related Issues.

He sought comments from the floor on his proposal.

Republic of Philippines expressed its view that the issues related to Stable ITU Constitution should be in the Working Group on Legal and Policy as the topic is very much related to that Working Group. He added that any constitution related issues were part of legal and policy matters. He supported the proposal of the Secretariat document.

Chairman replied that in principle he agreed the three Working Groups. However, emphasized that the issues related to Stable Constitution were very much critical and a lot of dedicated work were needed to be done carefully during the preparatory process for PP-14. Hence, it is necessary to have a separate Working Group for the issues related to Stable Constitution.

India expressed its view that the issues of Stable Constitution needed careful attention and dedicated work. Hence, India agreed with the opinion of the Chairman and preferred to have separate Working Group for Stable Constitution matters.

Republic of Korea sought clarification from the Chairman regarding the terms of reference of the Working Group on Legal and Policy and Working Group on Stable Constitution. Chairman clarified that the main objective of the Working Group on Stable Constitution would be basically to consider the ways and means to stabilize the Constitution of the Union which could be seen separately from legal and policy matters. Chairman further added that still a lot of work needed to be done to stabilize the Constitution and once done it would be a part of legal and policy issues of the union.

Malaysia thanked Chairman for explanation of the importance of the Stable Constitution issues and suggested to have a dedicated sub working group under Working Group on Legal and Policy to consider that matter rather than having a separate working group. Australia also supported Malaysia and mentioned the work load among the working groups should be distributed uniformly.

People’s Republic of China expressed its view that it did not have any confirmed position on the number of working groups. China however emphasized on the workload distribution and the convenience of the Member States. China also supported three working groups.

Chairman thanked Members for opinion. He summarized that

* The sub groups will be called as Working Groups
* Three Working Groups will be set up:
	+ Finance and Administrative
	+ Legal and Policy Matters
	+ ITU Sectoral Issues (ITU-R, ITU-T and ITU-D)
* A sub Working Group will be set up for Stable Constitution Issues under Working Group on Legal and Policy
* Three sub Working Groups will be setup for each sector of ITU under the Working Group on Sector Related Issues
* Work load among the working groups will be distributed accordingly.

Chairman sought comments on his summary. Republic of Korea mentioned that in the ITU presentation the title of COM6 had been mentioned as “Administration and Management” and therefore the working group should be called as “Working Group on Administration and Management” rather than “Working Group on Finance and Administrative”. Chairman thanked Republic of Korea and said that the name would be fine-tuned after appropriate checking.

Chairman proposed to discuss and draft the terms of reference of each of the proposed Working Groups in the AdHoc group which was already formed and bring back the results to the plenary. It was so agreed .

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| **Decision No. 6 (PP14-1)** |
| 6.1 Meeting decided that :* The sub groups will be called as Working Groups
* Total Three Working Groups will be formed as mentioned above
* A Sub Working Group for Stable Constitution Issues under Working Group on Legal and Policy
* Three sub Working Groups for three sectors of ITU under Working Group on Sector Related Issues

6.2 Meeting also decided to discuss and draft the terms of reference of each working group in the Ad-Hoc group and bring back to plenary for approval.  |

* 1. **Discussion on the Workplan of the APT Preparatory Group for PP-14 (Document No. PP14-1/INP-13Rev.1)**

Mr. Mohamed Amir, Director Project Development, presented document PP14-1/INP-13Rev.1 which contained the proposed workplan of the APT Preparatory Group for PP-14. He mentioned that important events and meetings had been indicated in the document that needed attention for the preparatory process of PP-14. He mentioned that Secretariat had proposed four preparatory meetings for PP-14 in total among which two were in the year 2013 and other two in 2014. The timing of those meetings is provisional and will be decided by the Group. He also summarized the actions needing to be done.

Chairman thanked Mr. Amir for the draft workplan of the Group. He cautioned that the time schedule of the meetings should be carefully set to avoid overlap with other important meetings of ITU and other regional organizations. He commented that the workplan would be a guide for the Group and will be a living document that will be modified in the future meetings as the work progress.

Secretary General pointed out that the Group should agree on the four preparatory meetings for PP-14. Chairman thanked Secretary General and proposed to consider the proposed workplan in the Ad-Hoc group. It was so agreed.

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| **Decision No. 7 (PP14-1)** |
| The Meeting decided that the proposed workplan would be reviewed by the Ad-Hoc group and reported back to the plenary for approval.  |

* 1. **Presentation of the Input Contributions from Members:**

Chairman invited Members to present their documents in sequence of document number. Following documents were presented:

| Document No. | Document Title | Source |
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| PP14-1/INP-04 | Council Working Group on Stable Constitution of ITU | Islamic Republic of Iran |
| PP14-1/INP-05 | Council Working Group on Stable ITU Constitution | Islamic Republic of Iran |
| PP14-1/INP-07 | Matters for Consideration by the Preparatory Meeting | Australia |
| PP14-1/INP-08 | Telecommunication/ICT Convergence: Expanded Use of New Technologies | Republic of Korea |
| PP14-1/INP-09 | Laying a Firm Basis for Expanding the IoT Deployment  | Republic of Korea |
| PP14-1/INP-14 | ITU Role as Supervisory Authority of the Future International Registration System for Space Assets Under the Space Protocol | Islamic Republic of Iran |
| PP14-1/INP-16 | Comments on the Input Contributions PP14-1/INP-08 and INP-09 from the Republic of Korea | Islamic Republic of Iran |
| PP14-1/INP-17 | WSIS + 10 Review Process | Islamic Republic of Iran |
| PP14-1/INP-18 | Possible Key Issues for the PP-14 | Republic of Korea |
| PP14-1/INP-19 | Review of and Principle for Adoption of Plenipotentiary Conference Resolution | Islamic Republic of Iran |
| PP14-1/INF-01 | Briefing on the Third Meeting of the Informal Expert Group for WTPF-13, 6-8 February 2013  | Islamic Republic of Iran |

1. **FOURTH AND FINAL SESSIONS OF THE PLENARY**
	1. **Chairmanship of the APT Preparatory Group for PP-14**

Chairman reminded the delegates that his role was the acting chairman until a chairman is elected and the two remaining candidates the Chairman post were suggested to consult to reach a conclusion. He invited the candidates to inform the result of their consultation.

Mr. Sang Hak Lee, candidate of Republic of Korea stated that as founding Member of APT Korea had boundless affection for APT and contributed in various aspects for the development of APT. He mentioned Korea believed that it would be able to contribute more to the regional preparation being a host of PP-14. He emphasized that the region should not be divided at the beginning of the preparatory process and collaboration and spirit of cooperation among APT Members should be maintained based on mutual understanding. Considering all these facts, he informed the meeting that Republic of Korea had decided to withdraw his candidacy for the Chairman of the Group. He mentioned that he would be ready to take the role of a vice-chairman of the Group and the chairman of the Working Group on Legal and Policy Matters if it was agreed by the meeting.

Chairman thanked Republic of Korea and Mr. Lee for showing solidarity and mutual cooperation towards the unity of APT Members. He mentioned that Mr. R. N. Jha of India was the only remaining candidate and sought approval of the meeting for him to be the Chairman of the APT Preparatory Group for PP-14. The meeting agreed by acclamation that Mr. R. N. Jha of India be elected as the Chairman of APT Preparatory Group for PP-14. Chairman congratulated Mr. R. N. Jha and invited him to the podium to take the role of the Chairman.

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| **Decision No. 8 (PP14-1)** |
| The Meeting elected Mr. R. N. Jha of India as the Chairman of the APT Preparatory Group for PP-14.  |

In his introductory remarks Mr. Jha thanked Members for bestowing confidence in him as the Chairman of the APT Preparatory Group for PP-14. He also thanked Republic of Korea for its generosity and spirit of cooperation and contribution towards the work of APT. He also thanked Mr. Kavouss Arasteh, Acting Chairman for his hard work to conduct the meeting until then. Mr. Jha emphasized the importance of the PP for the work of ITU.

Australia congratulated Mr. Jha. Australia thanked Republic of Korea for its generosity to uphold the interest of the region. Australia also thanked Mr. Arasteh for his role as Acting Chairman. Malaysia also congratulated Mr. Jha and thanked Republic of Korea and Mr. Arasteh.

* 1. **Discussion on the Nomination of the Office Bearers**

Chairman mentioned that the one of the major task of the 1st Preparatory Meeting was to nominate office bearers. He mentioned that document PP14-1/TMP-04Rev.1 contained a tentative list of the office bearers for various positions of the Group based on the consultations. He sought comments of the Members.

Mr. Arasteh proposed the meeting that the third vice-chairmanship be allocated to People’s Republic of China. China thanked Mr. Arasteh and indicated that China would be happy to take the role. Mentioning the discussion at the Ad-Hoc group China emphasized that the vice-chairmen should play active role in the work of the Working Groups. However, China mentioned that her delegation had not consulted with Administration regarding taking any position. Hence, China’s nomination would be confirmed at a later stage.

Secretary General mentioned that as discussed in the Ad-Hoc Group, vice chairmen should be involved in the Working Groups. He added that two vice-chairmen Mr. Arasteh and Mr. Lee had been assigned specific roles in the Working Group. Indicating the vacant position of the Chairman of Working Group on ITU Sectorial Issues he suggested that third vice-chairman, if required, could take the role of the Working Group on ITU Sectorial Issues.

China thanked Secretary General for the suggestion and informed that China would be happy to take the position as proposed, subject to the confirmation by Chinese Administration. China suggested giving sufficient time, at least two weeks, to Members to consider the nominations and provide candidates. Chairman mentioned that at least Members should list the country name and provide candidates at a later stage.

Mr. Arasteh indicated the some other vacant positions in the table and mentioned that secretariat could invite Members to nominate candidates to conduct the works. He supported China’s comment for providing at least two weeks’ time to consider the nominations. He emphasized that works should start immediately by correspondence and therefore, remaining nominations, specially the Chair positions of Working Groups and Sub Working Groups should be finalized as soon as possible. Following table was approved by the meeting:

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|  | **Chair** | **Vice Chair(s)** |
| **APT Preparatory Group** | Mr. R. N. Jha (India) | Mr. Arasteh (Islamic Rep. of Iran)Mr. Sang Hak Lee(Rep. of Korea)[P. R. of China] |
| **Working Group 1: Administration and Management Issues** | Australia | Rep. of Korea |
| **Working Group 2: Legal and Policy Issues** | Mr. Sang Hak Lee(Rep. of Korea) | Japan |
|  Sub Working Group: ITU Stable Constitution | Mr. Arasteh (Islamic Rep. of Iran) |  |
| **Working Group 3: ITU Sectorial Issues**  | [P. R. of China] |  |
|  Sub Working Group: ITU-D issues | Vietnam |  |
|  Sub Working Group: ITU-R issues | Mr. Darvishi (Islamic Rep. of Iran) | Japan |
|  Sub Working Group: ITU-T issues |  |  |

Secretary General indicated that to finalize the structure Members’ should confirm the nomination and provide the name of the individuals as soon as possible. He also expected the Members would nominate candidates for the vacant positions at least for the Working Group and Sub Working Groups chairs. Mr. Arasteh commented that if there is no nomination for the Chairmanship of Sub Working Group on ITU-T Issues then Working Group Chairman can take the role.

Chairman thanked all and requested Members to confirm their nominations in two week times. Chairman mentioned that an OUTPUT document on the list of the office bearers would be prepared by the secretariat and would be put forward to the next session of the plenary for approval.

* 1. **Approval of the Output Documents**
		1. *Document No. PP14-1/OUT-01(Rev.1): Structure of the APT Preparatory Group for PP-14*

Chairman presented the document and mentioned the structure was discussed previous day in the plenary and in the Ad-Hoc group. Ad-Hoc group had finalized the structure and terms of reference of the various working groups and sub working groups. He mentioned that the document contained the structure for the APT Preparatory Group with the detail terms of reference of each working group and sub working group. He sought approval of the meeting on this document.

Mr. Arasteh commented that the scope should be given to each of the working groups to review the terms of reference and update in the next meetings. Secretary General commented that since the document was internal it could be updated at any meeting of the Group. The document was approved.

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| **Decision No. 9 (PP14-1)** |
| Meeting approved the structure of the APT Preparatory Group for PP-14 as contained in the document PP14-1/OUT-01Rev.1.  |

* + 1. *Document No. PP14-1/OUT-02: Workplan of the APT Preparatory Group for PP-14*

Chairman presented the document PP14-1/OUT-02 which contained the workplan of the APT Preparatory Group for PP-14. He mentioned that the document mentioned is a guideline for the Group during the preparatory process and could be updated accordingly. He sought approval of the meeting for the document.

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| **Decision No. 10 (PP14-1)** |
| Meeting approved the workplan for the APT Preparatory Group for PP-14 as contained in the document PP14-1/OUT-02 subjected to further update in future.  |

* + 1. *Document No. PP14-1/OUT-03, OUT-04: Working Method and Terms of Reference of the APT Preparatory Group for PPs*

Chairman mentioned that the two documents were discussed in the Ad-Hoc group. He mentioned that the Ad-Hoc Group had decided to approve the two documents provisionally subjected to further modification, if necessary, at the next meeting. He sought approval of the meeting for the documents.

Mr. Arasteh proposed a correspondence activity should be carried out on these two documents until the next meeting. He added the Members could contribute their views and propose modifications on those two documents. He mentioned if the meeting agreed he would be ready to lead the correspondence activity. It was so agreed .

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|  **Decision No. 11 (PP14-1)** |
| Meeting approved provisionally the Terms of Reference and the Working Methods of APT Preparatory Groups for PP subject to further modifications, if necessary, at the next meeting. Meeting also decided to conduct correspondence activity under the chairmanship of Mr. Arasteh to review the Terms of Reference and the Working Methods. |

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| **Action No.1 (PP14-1)** |
| Members to provide comments and modification to the Terms of Reference and the Working Methods of APT Preparatory Group for PPs. |

* + 1. *Document No. PP14-1/OUT-05: Nomination of the Office Bearers*

Chairman mentioned that discussion took place at the previous session of the plenary regarding the nomination of office bearers. He mentioned secretariat had prepared the document PP14-1/OUT-05 based on that discussion. He sought approval of the meeting. It was approved. Meeting also requested Members to confirm the nominations and provide names of the individual in two weeks’ time. Meeting also requested Members to nominate experts for vacant positions.

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| **Decision No. 12 (PP14-1)** |
| Meeting approved nomination of the office bearers as tabulated in the document PP14-1/OUT-05.  |

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| **Action No. 2 (PP14-1)** |
| Members to confirm the nominations of office bearers and to provide names of the individual in two weeks’ time.Members to nominate experts for vacant positions. |

1. **NEXT MEETING**

Secretary General informed the meeting that the Management Committee had decided that the 2nd APT Preparatory Meeting for PP-14 would be held for three days in Australia back to back with the 3rd APT Preparatory Meeting for WTDC-14 during the latter part of 2013. He mentioned that although it had been indicated in the workplan that it would be the first half of October 2013, the exact date would be decided based on the discussion with the host and considering other important meetings during that time to avoid possible overlap. Chairman thanked Secretary General for the indication of the next meeting.

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| **Decision No. 13 (PP14-1)** |
| Meeting decided that the next meeting will be held for three days in Australia back to back with the 3rd APT Preparatory Meeting for WTDC-14 during October 2013. The exact date to be decided by the Secretariat in consultation with the host, Australia and to avoid overlap with other important meetings.  |

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| **Action No. 3 (PP14-1)** |
| Secretariat to fix the date for the PP14-2 in consultation with host.  |

1. **CLOSING**

Chairman thanked all the delegates for their presence and hard works to finalize all the agenda items of the meeting. He mentioned that the journey to the preparatory process for PP-14 just began and would continue for about 18 months. He sought cooperation and mutual understanding among the APT Members to uphold the interest of the region and take collaborative actions towards preparation for PP-14. He hoped as chairman he would be to guide the preparatory group to achieve its objectives at the PP-14. He expressed his sincere gratitude to Republic of Korea for providing excellent meeting and hosting facilities. He also thanked Secretary General and other Secretariat staff for full support.

He announced the closure of the meeting.

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