

Working Methods

APT Policy and Regulatory Forum (PRF)

1. Introduction

1.1 The Working Methods for the APT Policy and Regulatory Forum set out the purpose, scope, participation arrangements etc., for the program. In keeping with the names of other APT programs the program will be called APT Policy and Regulatory Forum (APT Policy and Regulatory Forum, PRF).

2. Objectives

2.1 The Primary Objectives of the Forum are to:

- Bring the telecommunications and ICT policy makers and regulators from the region together to a common platform for a dialogue on issues faced by them as a result of the unprecedented changes taking place in the ICT sectors. To achieve this objective, panel discussion or round table discussion could be arranged.
- Provide an opportunity to the top policy makers and regulators to share information, best practices and experiences for the common benefit of the members. Panel discussion or round table discussion could be helpful for this purpose.
- Provide consultative support to members on one to one basis when required. This could be achieved through special arrangements made for private meetings among Members.
- Promote sharing of expertise for addressing key issues of concern to the APT members. To stimulate Members in addressing key issues, at least one expert presentation on each of the main topics of discussion could be allowed.
- Facilitating intra regional collaboration on policy and regulatory issues as required.
- Facilitating the Forum to provide substantial inputs to the Global Symposium of Regulators (GSR)

3. Structure

3.1 The PRF will meet at least once a year.

3.2 The Forum will be result oriented, it will encourage Panel discussion and not detailed presentations. The participants will get an opportunity to discuss and decide on practical actions at national and regional levels.

4. Participation

4.1 All APT Members, Associate Members and Affiliate Members may participate in the activities of the Forum.

- 4.2 Organizations which have MoU with the APT or other relevant international or regional organizations may send representatives to attend the meetings of the Forum on the same basis as they attend other APT meetings.
- 4.3 Non APT members may be invited to participate in the activities of the Forum as a guest at the discretion of the Chairman of the Forum and the Secretary General in consultation with the relevant Member administration as appropriate.
- 4.4 Other non APT members may participate as observer with the payment of the participation fee.

5. Working Methodology

- 5.1 The Chairman will be nominated by the Forum each year on a consensus basis where possible from the host country of that Forum and *hold office* until the next Forum. If there is no hosting country then the Chairmanship will remain with the existing Chairman.
- 5.2 Four Vice Chairmen will be selected to represent the four subregions of the AsiaPacific (i.e. East Asia, South Asia, South East Asia, and the Pacific) *with the term of two years and extendable*.
- 5.3 The Chairman shall:
- ❖ comment on and approve the PRF Agenda of the Forum(including discussion topics),
 - ❖ review agenda items and issues of the previous forums, ensuring that issues requiring further discussions and follow up are being addressed,
 - ❖ chair the Forum.
- 5.4 The Vice Chairmen shall assist the Chairman in performing his duties..
- 5.5 The Steering Committee of the PRF will consist of the Chairman and the four Vice Chairmen of the PRF. The Steering Committee shall:
- ❖ identify topics for discussion and assist the APT Secretariat in compiling a draft agenda for next Forum,
 - ❖ identify the speakers for the topics and themes of the PRF, in coordination with administrations,
 - ❖ to liaise with GSR on issue relevant to the PRF,
 - ❖ Propose any changes to the working structure of the PRF for consideration and adoption in the Forum.
- 5.6 Heads of regulatory authorities, key policy makers and high level executives will be invited to moderate the sessions and be the speaker.
- 5.7 The APT Secretariat shall be responsible for the preparation of the annual meeting of the PRF in consultation with the Steering Committee of the PRF. The APT Secretariat shall prepare the Agenda and Programme of the PRF as proposed by the Steering Committee of the PRF and will provide secretarial support during the meeting.

6. Intersessional Electronic Working of the APT Policy & Regulatory Forum

- 6.1. For work in between the sessions, the Forum may establish Rapporteur groups to work electronically for producing practical outputs for use of members or for providing input to international fora on issues related to the policy and regulation. The term of office of Rapporteurs will be decided by the Forum.
- 6.2 Where necessary, the Forum will recommend organizing of special spin-off seminars, workshops and other activities for the benefit of APT members.
- 6.3 The Forum will refer appropriate questions to the relevant APT programmes for their consideration and study. It will also consider the outputs of relevant APT activities such as ASTAP, AWF, ADF, etc.

7. Dialogue with Industry

- 7.1 The Forum will encourage and promote dialogue with the industry and participation of private sector shall be actively sought in most discussion topics and panels.
- 7.2 The PRF may include a special session as Industry Dialogue to facilitate the above.

Note: PRF Working Methods was revised in PRF 2009 and further changes made by the 33rd Session of the MC in 2009.