

Ref. No.: 23-IN-03-GE-GBM-20

17 February 2023

65th Session of the APO Governing Body
24–26 May 2023, Ulaanbaatar, Mongolia

Dear APO Directors:

As reported in the 1st circular dated 12 October 2022, the 65th Session of the Governing Body (GBM) will be held in Ulaanbaatar, Mongolia, 24–26 May 2023. All APO Directors are cordially invited to attend.

Among other agenda items, this GBM will elect the new APO Chair and Vice Chairs for 2023/2024, receive the Annual Report from the Secretary-General, approve the Financial Report for 2022, and decide the APO budget for 2024. The provisional agenda of the GBM is attached for your reference.

All delegates are requested to arrive in Ulaanbaatar on Tuesday, 23 May 2023. Should the APO Director be unavailable, the APO Alternate Director or designated Acting APO Director may represent a member country. A preparatory meeting involving APO Directors will be held on the first morning of the GBM on Wednesday, 24 May 2023. Each APO Director may be accompanied to this session by one adviser.

APO Directors (or designates) will be provided with hotel accommodation, per diem allowance of USD54.00 per day for up to four days, and discounted round-trip business-class airfare by the most direct route between the place of work and Ulaanbaatar. Accommodation charges for APO Directors will be settled by the APO directly with the hotel. Advisers, if any, may attend on a self-financed basis.

The accommodation and conference venue will be:

Shangri-La Ulaanbaatar

Address: 19 Olympic Street, Sukhbaatar District-1, Ulaanbaatar 14241, Mongolia

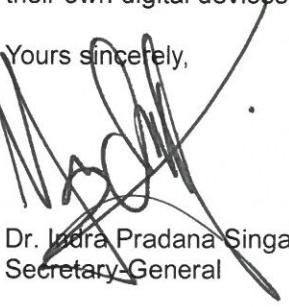
Phone: (976) 7702 9999

Website: <https://www.shangri-la.com/en/ulaanbaatar/shangrila/>

We would appreciate it if you could provide the names and designations of delegation members by Wednesday, 22 March 2023, using the attached Attendance Form.

Please note that to contribute to meeting the UN SDGs, all GBM materials will be available electronically, and no printed material will be distributed before/during the GBM. Please ensure that all delegates bring their own digital devices, e.g., notebook/laptop computers, tablets, etc.

Yours sincerely,


Dr. Indra Pradana Singawinata
Secretary-General

cc: APO Alternate Directors, NPO Heads, and Liaison Officers

Attachments:

- Attendance Form
- Provisional Agenda