



20 January 2014

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Contact: lakshmi.vaidhiyanathan@world-psi.org (Cc: Indah.budiarti@world-psi.org)

To: All APREC Members

Subject: PSI Asia Pacific Regional Executive Committee (APREC) Meeting

Dear Colleague,

A very Happy New Year Greetings for 2014.

We are pleased to inform you that the Asia Pacific Regional Executive Committee (APREC) and associated meetings will be held in Indonesia on the following dates.

Date	Agenda	Program
13 April 2014	National Youth workshop for Indonesia	tbc (only APYN's Members)
14 April 2014	Women Committee Meeting A thematic workshop AP Fund meeting	Forenoon Afternoon Evening
15-16 April 2014	APREC Meeting	Dinner
17 April 2013	Staff Briefing	Forenoon

A draft agenda is enclosed. Members are requested to suggest any other items of importance to be included on or before 20 February 2014, so that a final detailed draft agenda can be prepared along with documents. The APWOC members are also requested to indicate any items to be included for the APWOC meeting.

Meeting Venue and Hotel Accommodation

Patra Jasa Bali Resort and Vilaas

Jl. Ir. H. Juanda South Kuta Beach, Kuta – Bali

P. +62 361 935 1161

F. +62 361 935 2030

Website: <http://www.patra-jasa.com/>

Participation

All titular members are invited to attend this meeting. If you are unable to attend kindly inform us the non-attendance as soon as possible so as to invite the substitute members.

The Women committee members are advised to make arrangements to arrive in time to attend the APWOC meeting.

Travel

Kindly refer to the PSI Constitution Annex 8 for the reimbursement of expenses for attending the constitutional meetings. Please note Air fare only on economy/tourist class will be transferred through bank as agreed by the Regional Office in advance. Original invoice to be sent to us in advance and a copy of the ticket presented after the journey performed. Please provide us your bank details through the participation form.

Visa

Kindly check whether you require a visa to Indonesia. Most of the countries can apply on arrival visa in Indonesia and a fee collected for this purpose. If you need invitation to apply for visa kindly inform us. We will subsequently inform about the local transport from airport to the hotel and drop.

Other information

PSI will pay directly for the hotel accommodation which includes breakfast for the sponsored members of the APREC. Conference package of lunch and tea breaks during the meetings will be directly paid by PSI to the hotel. PSI will pay a per diem to sponsored members, to cover incidental expenses and dinner expenses not covered by PSI or by any invitations during the meeting. PSI will not undertake any extra payments on extended stay of accommodation and any other expenses during your stay. PSI does not provide nor pay insurance fees and you are advised to arrange your own insurance policy for this travel. An airport tax is payable during departure at the airport. The Regional staff attending the APREC are invited to a brief meeting on 17 April Morning and hence may arrange the departure accordingly

Participation form:

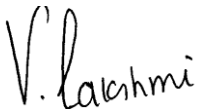
Please complete the enclosed participation form and send by fax or email to our office latest by 15 February 2014 either by fax or by email as below.

Fax number: +65 6280 4919

Email address: lakshmi.vaidhiyanathan@world-psi.org

CC to: indah.budiarti@world-psi.org

With best regards,



Lakshmi Vaidhiyanathan
Regional Secretary

Cc:

- (1) Ms. Rosa Pavenelli, General Secretary, PSI
- (2) Mr. Tsuneo Ujiie, CO-Chair, APREC
- (3) Ms. Annie Geron, CO-Chair, APREC
- (4) APREC and APWOC Substitute members – for information only
- (5) All Sub Regional Secretaries, PSI Staff in the region

- (6) Ms. Nobuko Mitsui, AP Liaison, PSI
- (7) Ms. Pauline Chase, Executive Secretary, PSI

Attached:

- (1) Draft agenda of APREC
- (2) Draft agenda of APWOC
- (3) Draft agenda of APYN - National Youth workshop for Indonesia (tbc)
- (4) Participation Form

Attachment (1) Draft Agenda APREC Meeting

- 1 Opening and Welcome, greetings
- 2 Adoption of detailed draft agenda
- 3 Minutes of Previous Meeting
- 4 Brief on the report of activities in 2013
- 5 Sub Regional and Regional Plans for 2014 (restructuring of sub regional meetings, activities...)
- 6 Membership matters from the sub regions including new unions, recruitment activities
- 7 Brief report on the WOC, workshop
- 8 Confirmation of members
- 9 Finance matters (Expenditure, Budget, AP Fund)
- 10 Any other matters
- 11 Closing

Attachment (2) Draft Agenda APWOC Meeting

- 1 Opening and Welcome
- 2 Greetings from national women committee and issues in Indonesia
- 3 Adoption of Agenda, minutes 2013, matters arising if any
- 4 Information sharing, updates and follow up on
 - 2014 Sub regional women committee meetings
 - 2014 UNCSW
 - International women Day 2014
- 5 Activity plan for the year 2014
- 6 Adoption of the report to the APREC
- 7 Summary and closing of the meeting