The 20th Asia-Pacific ITS Forum 2025 Selection

Distributed at AP-BOD Meeting
September 17, 2022
(Revised October 7, 2022)

Secretariat of ITS Asia-Pacific

Application

- **Submit the application to:**

  - **ITS AP Secretariat: <u>intl@its-jp.org</u>**

  - **Application Period: 1-31 March, 2023**

- **Application Form: To be provided from the secretariat**

  - **Applicant name, venue, period**

  - **Main theme, brief description (not too long)**

Eligibility of Applicant

- **Eligibility of Applicant:**

  - **Applicants should be the representatives of one of the following organizations nominated by ITS Asia-Pacific Members: national/local government, ITS organizations, ITS industries.**

  - **Applicants should contribute to the promotion of ITS in the country/area and its neighboring countries/areas by hosting "the AP Forum".**

Responsibility of APF Host

- **The selected host is responsible for :**

    - **Planning and execution of "the APF" according to the "Guidelines and Procedure of Asia-Pacific ITS Forum",**

    - **Getting support from public and private industry,**

    - **Being responsible for budget, and**

    - **Paying the commissions as agreed in ITS AP Memorandum of Understanding.**

Evaluation Factors

- **Selection in accordance with the voting rule as described in the "ITS AP MOU".**

- **Evaluation Factors:**
  - **1-ITS**
  - **2-Basic Program Components**
  - **3-Host City**
  - **4-Plans**

1-ITS

- **ITS Development/deployment plans in the host area**

- **Supporting structures**

- **Merit for hosting AP Forum**

2-Basic Program Components
(Recommendations）

- **Opening Ceremony**
- **Keynote / Plenary Sessions**
- **Organized Sessions (ES/SS)**
- **Technical Sessions**
- **Exhibition**
- **Technical Visits**
- **Closing Ceremony**

3-Host City

- **Public Safety**
- **Attractiveness of the city**
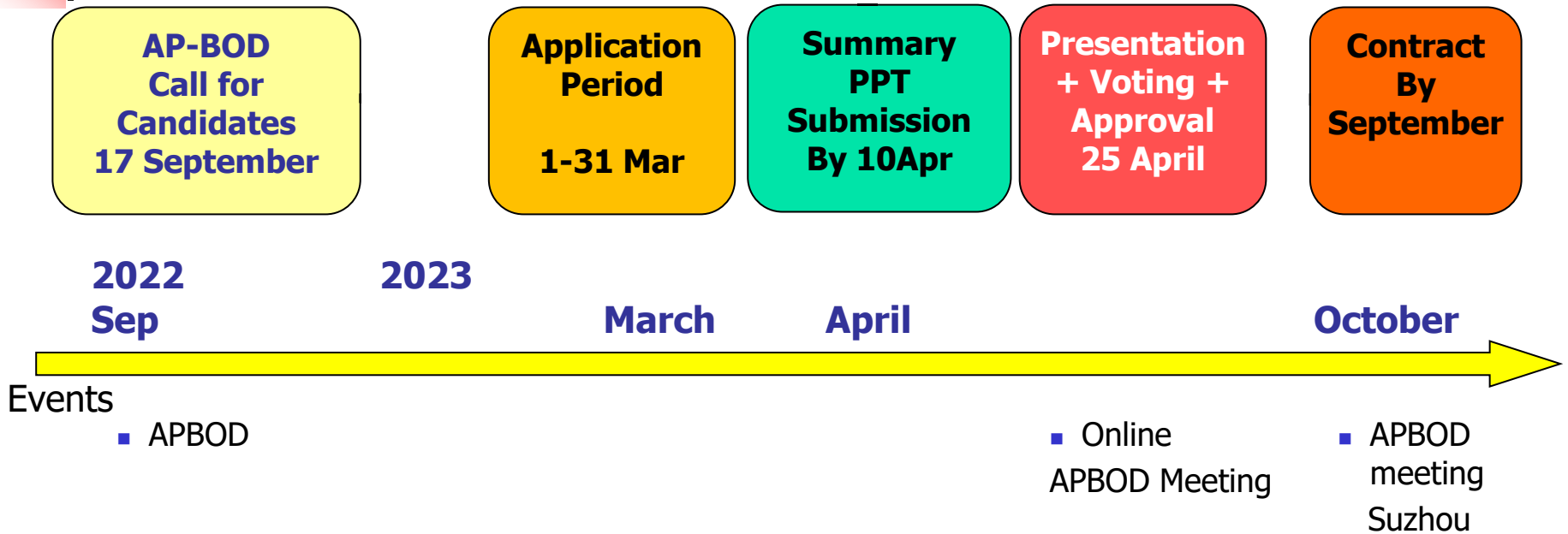
4-Plans

- **Organization Structure**

Presentation

- Presentation Preview:
  - Summarized Presentation in ".pdf" (up to 10 slides in total)
  - Deadline date: April 10, 2023

  *Secretariat will distribute the data to the APBOD members in advance of the meeting.
- Presentation Date: April 25, 2023 (Temp)
- Place: AP-BOD Meeting (online)
  - Presenter: the Applicant
  - Voters: AP BOD members in AP
- Purpose:
  - Introduction of the plan
  - Evaluation of the Qualification
- Presentation Duration:
  - 20 min and 5 min Q&A
- Deliverables:
  - BID Documents

*No additional material is accepted after the presentation

Agreement with ITSAP Secretariat

- **The selected host should sign the "Agreement of Commission for Registration Fee for the AP ITS Forum"**

- **Contracting Parties:**

  - **Selected Host**

  - **ITS AP Secretariat**

- **By October, 2023**

APF2025 Selection Timelines

| AP-BOD Call for Candidates 17 September | Application Period 1-31 Mar | Summary PPT Submission By 10Apr | Presentation + Voting + Approval 25 April | Contract By September |

2022 **2023**
Sep   **March**   **April**   **October**

Events
- APBOD
- Online APBOD Meeting
- APBOD meeting Suzhou

Thank you.