



EXECUTIVE COUNCIL 2023

REPORT OF THE ASIAN-PACIFIC POSTAL COLLEGE GOVERNING BOARD

1. Introduction, opening remarks, approval of agenda

- 1.1 The 53rd Asian-Pacific Postal College (APPC) Governing Board Meeting was held on 14 August 2023. It was attended by 9 members, namely Australia, China, India, Japan, Korea (online), New Zealand, Sri Lanka, Pakistan and Thailand.
- 1.2 The meeting was chaired by Mr Nattapon Nattasomboon, Deputy Permanent Secretary at the Ministry of Digital Economy and Society, Thailand. The Asian-Pacific Postal Union (APPU) Bureau was represented by Dr VP Singh (Secretary of the Governing Board), Mr Sandeep KP (Consultant, APPU Bureau), and Ms. Kwanjai Kajornwuttideth (Manager, Administration and APPU Affairs).
- 1.3 On invitation, Dr Singh, Secretary General of the Union made brief opening remarks that covered the following:
- The personal and humbling full-circle experience from having attended the College in 2004 as a participant to the present day where he is now heading up the organisation
 - The international experience where contact with other restricted unions, in particular, continually serves to emphasise the unique position and offerings of the APPU due to its training services and facilities
 - The aspiration in this cycle to bring the APPC back to its past glory and for it to become the world's best Intergovernmental Postal Training Institute
- 1.4 **Doc 1: Adoption of agenda and business arrangement:** this was adopted without comment.

2. Report on 2022 APPC's activities

2.1 Doc 2 – Staff

Main information

Secretary General

- Dr Vinaya Prakash Singh from India was elected (at the 2022 APPU Bangkok Congress) as the new Secretary General of the Asian-Pacific Postal Union (APPU). His contract is from 1 January 2023 to 31 December 2026.

Lecturers

- Ms. YU Yan from China completed her four years of service on 31 December 2022. Mr. Anucha Soonglertsongpha from Thailand is her successor. His contract is from 1 January 2023 to 31 December 2024.

Staff

- Ms. Maneewan Innara was recruited as Senior Administrative Officer in October 2022.

Double salary increment

- One double-increment was awarded to Ms. Kwanjai Kajornwuttideth, Manager, Administration and APPU Affairs, as deserved recognition of her excellent performance.

Decision taken

Doc 2 – Staff: noted without comment

2.2 Doc 2, Appendix A – Courses (online and physical) and workshops**Main information**

In 2022, the Training Section of APPU Bureau:

- conducted 12 online courses four physical courses attended by 128 participants
- conducted eight online workshops and one physical workshop attended by 73 participants
- completed a total of 63 training weeks with 201 participants

Decision taken

Doc 2, Appendix A - Courses (online and physical) and workshops: noted without comment

2.3 Doc 2, Appendix B - Statement on the use of cash contributions and fellowship grants in 2022**Main information****(i) Cash contributions**

Six members allocated funds for participants to attend courses. Total funds were 7,295,201 Baht.

Usage was split at 3,979,092 on training, and 3,316,109 on APPC activities.

(ii) Fellowship funds

Funds were received from seven parties, totalling 6,553,363 Baht.

Usage was split at 5,838,700 on training, and 714,663 on APPC activities.

Appreciation was expressed to all parties providing funds for the training section.

Decision taken

Doc 2, Appendix B - Statement on the use of cash contributions and fellowship grants in 2022: noted without comment

3. Auditor's report for the year 2022**3.1 Doc 3 – Report on 2022 Statement of Financial Position****Main information**

Income:	19,208,840 Baht
Expenditure:	20,420,553 Baht
Outturn for 2022:	deficit of 1,211,712 Baht

Income influenced by:

- Decrease in self-funded seats
- ETP's and sponsored workshops suspended due to travel restrictions (pandemic-related)
- Dormitory rental income decreased (pandemic-related)

Expenditure influenced by:

- Equipment and maintenance costs to get facilities to required standard after non-use during pandemic
- Airfare increases due to post-pandemic aviation schedules and fuel costs

Decision taken

Doc 3 was noted regarding

- 2022 income and expenditure
- deficit for 2022 of 1,211,712

4. Report on 2023 APPC's activities

4.1 Doc 4 – Report on 2023 APPC's activities

Main information

Staff

- Mrs Padmagandha Mishra completed her tenure as lecturer on 31 July 2023
- Ms Suchismita Swain has been selected as Lecturer (Postal Operations, Finance, Marketing, HR Management) and commences her tenure on 1 January 2024.

Courses and workshops

Planned activity for 2023 is 68 training weeks delivered through:

- 14 physical courses
- two online courses
- 14 workshops

Decision taken

Doc 4 – Report on 2023 APPC's activities: noted without comment

4.2 Doc 4, Appendix A – Activities from January to March

Main information

- Four courses and two workshops (all physical) were conducted involving 24 participants (18 participants on fellowship funds, six participants self-funded)

Decision taken

Doc 2, Appendix A – Activities from January to March: noted without comment

4.3 Doc 4, Appendix B – Estimated expenditure and income for 2023

Main information

- Income: 25,445,381 Baht
- Expenditure: 24,246,540 Baht
- Est. Outturn for 2022: surplus of 1,198,841 Baht

Usage of funds: cash contribution

Funds expected: 7,590,078 Baht
 Funds expected to be used: 5,523,631 Baht
 Estimated unused funds: 2,066,447 Baht

Usage of funds: fellowship grants

Funds expected: 13,723,603 Baht
 Funds expected to be used: 13,450,228 Baht
 Estimated unused funds: 273,375 Baht

Decision taken

Doc 4, Appendix B – Estimated expenditure and income for 2023: noted with appreciation expressed by the Bureau for the generous contributions from all parties.

5. 2024 Plan and Budget

5.1 Doc 5 – 2024 Plan and Budget

Plan is based on responses to the Training Needs Analysis. Estimated financial outturn for 2024 is a deficit of 2,882,997 Baht.

5.2 Doc 5, Appendix A - 2024 Courses and workshops

Draft training plan comprises 68 training weeks delivered through 16 courses and 14 workshops

5.3 Doc 5, Appendix B - Details of 2024 estimated income

Income: 21,557,240 Baht

5.4 Doc 5, Appendix C - Details of 2024 estimated expenditure

Expenditure: 24,440, 237 Baht

5.5 Doc 5, Appendix D - 2024 Business Plan for APPC

No comment regarding Business Plan

Decision taken

Doc 5 and its appendices were noted with specific reference to:

- the 2024 training plan
- the training plan being based on responses to the TNA
- the 2024 budget projection

6. Training Section Reserve Fund (TSRF)

6.1 Doc 6 - TSRF

Main information

Summary of financial balances:

- Minimum financial level required under Bureau Financial Regulations: US\$210,000.
- Balance at 31 December 2022: US\$497,927 (actual)
- Balance at 31 December 2023: US\$502,927 (projected, including specific US\$5,000 contribution due to positive business position achieved in 2023)
- Balance at 31 December 2024: US\$424,465 (projected)

Decision taken

Doc 6 – TSRF – was noted regarding:

- Minimum financial level of US\$210,000
- The addition of US\$5,000 in 2023
- The respective financial levels at 31 December in each of the years 2022, 2023 and 2024

7. Reorganisation of training courses in APPC

7.1 Doc 7 – Reorganisation of training courses in APPC

Main information

- Bureau has the vision to make the APPC the world's best Intergovernmental Postal Training Institute in the coming years by investing in key areas.
- To guide this investment, there will be a comprehensive review of training courses. This review started with the 2023 TNA survey (for training delivered in 2024) which included a set of questions to get relevant feedback on aspects such as course content, course pattern, duration, fee structure, DSA
- Proposals for changes resulting from feedback to be progressively channeled through GB

Discussion

INDIA expressed its appreciation for the initiatives being taken by the Bureau particularly regarding the financial sustainability of the College. It is heartening to see the Reserve Fund not being used but, rather, being replenished. The financial focus and the training reforms will be of assistance to many member-countries, significantly in capacity-building.

INDIA further commented (in relation to possible changes to the DSA) that this is an area of delicate balance for the use of fellowship funds. On the one hand, there is an option to maximise the funds available by sending as many students as possible to the College, versus increasing the DSA with a consequent reduction to the number of students able to participate. Going forward, this area is one that requires a “careful call”.

JAPAN requested information on the timeline for changes to courses and whether the 2024 GB meeting would be when such proposals would be advised. The BUREAU responded that major changes to APPC arrangements would be presented to the 2024 GB. However, changes of lesser scale would be made progressively between now and the 2024 GB meeting e.g., consolidating current courses into shorter time-frames, adding new topics such as Sustainable Development Goals into course material.

Decision taken

Doc 7 – reorganization of training courses in APPU noted regarding:

- Proposal for course reorganization

- Proposed areas of study for future years

8. Appointment of Auditor

8.1 Doc 8 – Appointment of Auditor

Main information

- Currently a one-year (i.e., 2023) contract exists with Banchi Co Ltd for auditing services
- If services are unsatisfactory, the Bureau may call for tenders and appoint a new auditor for 2024

Decision taken

Doc 7 – appointment of Auditor: document noted without comment

8. Appreciation

8.1 Doc 8 – Appreciation 2022

Main information

- Bureau expressed its appreciation to GB members, donors and APPU member-countries for ongoing generosity i.e.,
 - Cash contributions: China, India, Pakistan, Philippines, Sri Lanka, Thailand
 - Fellowships: Australia, China, Japan, New Zealand, Deutsche Post, Swiss Post, UPU
 - Interactive Online Training Programme: China (through it UPU funding line)
 - Accommodation: Thailand

Decision taken

Doc 8 – Appreciation 2022: document noted without comment.

9. Any other business

No items raised.