



Ref: EO23/01/15

22 January 2015

Mr Blair Stewart  
Assistant Privacy Commissioner  
Secretariat to ICDPPC  
New Zealand

Dear Mr Stewart,

**ICDPPC REQUEST FOR RENEWAL OF GUEST STATUS IN APEC ECSG**

With reference to your letter dated 23 December 2014, I am pleased to inform you that the request by the International Conference of Data Protection and Privacy Commissioners (ICDPPC) for a renewed three-year guest status in the APEC Electronic Commerce Steering Group (ECSG) has been approved. The guest status shall be valid from January 2015 until 31 December 2017. Please find enclosed the *Terms of Participation of Approved Guests* for your reference.

I look forward to the continued cooperation between ICDPPC and APEC ECSG.

Yours sincerely,

Dr A. E. Bollard  
Executive Director

cc: SOM Chair  
APEC Senior Officials  
CTI Chair  
ECSG Chair

### **Terms of Participation of Approved Guests**

The following terms outline the rights of participation by approved guests in APEC fora meetings or separately held events, the supporting role of the Chair/Lead Shepherd in controlling approved guest participation in such meetings and separately held events, and ensuring that the fora conform to all relevant APEC procedures and requirements:

1. Guests should strictly follow APEC rules, guidelines and practices during their attendance in APEC meetings and events;
2. Guests may be invited/allowed by the Chair/Lead Shepherd to address its forum meeting or separately held event on an agreed topic where the guests' expertise is relevant to the agenda item under consideration. While the guests' views may be taken into account by the forum, the guests cannot take part in the decision-making process;
3. Guests may be invited by the Chair/Lead Shepherd to respond to questions that arise in a forum meeting or a separately held event;
4. Guests, with the agreement of the Chair/Lead Shepherd, may be permitted to circulate documents for information on relevant subjects during APEC fora meetings or separately held event(s);
5. Guests should respect the confidentiality of the discussions of the meetings and if appropriate, of separately held event(s), and any documents received;
6. Guests and Observers should be invited to leave the meeting room when the issue of non-member participation is discussed; and
7. The Chair/Lead Shepherd may also convene closed sessions of fora meetings excluding Observers and guests.