APNIC Conference Overview

January 2026

APNIC

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Appendices

1   About APNIC conferences

APNIC conferences present a great opportunity for organizations to get closely involved with the Internet numbers community. This event is a well-established part of the international and regional Internet calendar, attracting influential industry professionals in a cooperative, open environment.

APNIC arranges both the APNIC conference (held in September each year) and APRICOT (held in February each year). This document covers only the stand-alone APNIC conference, however, if you require more information about APRICOT, please contact us at conference@apnic.net.

We have outlined some of the requirements that you may be able to assist us with in creating a successful event in your economy. We have also included an event checklist for you to identify the areas you can assist or would like to be involved.

Comprehensive information about APNIC conferences is available at: conference.apnic.net

Important

Please note, this document is current to January 2026 and may be amended if requirements change.

2   Overview

2.1   About APNIC Stand-alone conferences

The APNIC stand-alone conference is held annually and is a major event in APNIC's calendar.

The conference normally attracts between 300 to 400 participants. The event provides a unique opportunity for members of the APNIC community to meet, attend tutorials and training, and participate in open policy development, coordination, and other important activities. Like APNIC itself, the conferences are run on a not-for-profit basis as a service to APNIC Members and the Asia Pacific Internet community.

The APNIC conference is currently a seven-day program comprising four days of workshops and three days of conference sessions. The days of the workshops and conference will be dependent on specific requirements.

2.1.1   Conference date

The APNIC stand-alone conference is usually held in early September of each year.

Conference dates must be considered outside important cultural and religious events such as Ramadan, Chinese New Year and other significant annual public holidays.

2.2   Conference location

Each year, APNIC and APRICOT conferences are held in a different location within the Asia Pacific region. As APNIC's first meeting of the year is co-located with the APRICOT Summit, the host follows the APNIC rotation policy, which defaults to a South East Asia location, however, can be held elsewhere.

APNIC's standalone meetings are held in East Asia, South Asia and Oceania on a rotational basis.

This helps to boost participation and to spread the costs of attending the conference fairly across the region. APNIC will work with all recommended local partners in your region able to assist with arrangements and support for the conference.

The conference location needs to be in an economy that is safe and accessible to the majority of the Asia Pacific; factors include travel advisory status, ease of obtaining visas, major airline access for the delegates, and cost.

Please note that the locations for APRICOT Summits are decided by the APNOG Board between one and three years before the event. The APRICOT Secretariat partners with organizations such as NOGs, IXPs, NRENs, Internet Associations or any other organization or group of organizations who can demonstrate that

they have significant support from their local Internet community. More information is available here: https://www.apricot.net/ops/ops.html

2.2.1 Proposed scheduling

Below are the proposed dates and locations for the upcoming APRICOT and APNIC conferences. More information is available on the conference.apnic.net webpage.

Year	APRICOT	APNIC
2026	Jakarta, Indonesia 4-12 February	Mumbai, India 3-10 September
2027	TBC	East Asia 2-10 September
2028	TBC	Oceania 7-15 September
2029	TBC	South Asia 6-14 September
2030	TBC	East Asia 5-13 September
2031	TBC	Oceania TBC

2.3 Workshop and conference program

The APNIC workshop program contains three to five workshops. The workshop program comprises multiple parallel workshops and normally runs for four days. Each workshop should accommodate up to 40 participants.

Typical topics for each workshop include:

- Network Security/ DNSSEC
- IPv6, Intro to Routing
- Advanced BGP
- Network monitoring/management

The APNIC conference program contains the following:

- Plenary sessions
- Tutorial sessions
- Lightning Talks
- The APNIC Member Meeting (AMM)
- Open Policy Meeting held by the Policy SIG
- SIG sessions (Routing Security, Coordination)
- Social activities (opening reception, social event and closing event)

- Birds of a Feather (BoF) sessions
- Other small meetings (about 10)

The conference program runs for three days, with a combination of parallel tutorial tracks (normally two tracks), plenaries, SIG sessions, and the AMM. We expect the attendance of parallel sessions to be up to 80 people in any one session, with approximately 250+ people in the plenaries, open policy discussion sessions, and AMM (in total).

BoF sessions, which may be in the evening, generally attract smaller groups of between 20 and 50 people.

The social activities provide opportunities for the meeting delegates from around the region to build professional relationships, share experiences, and connect with their peers. The opening reception is to welcome the conference delegates and should be in the style of a cocktail function serving substantial food or buffet dinner, while the social and closing event should be in a dinner setting, preferably with light entertainment that involves all delegates.

A previous conference program is attached for your information and reference (Appendix A-2).

3   Meeting requirements

We have also summarized these requirements as a checklist in section 4. Please include the checklist as part of your support proposal to ensure that all of these requirements are considered.

3.1   Workshop venue

The workshop venue should usually be either a local university or training centre to minimize the costs of a hotel.

Delegates will be arriving from all over the world, so the proximity of the proposed venue to an international airport is a strong factor to be considered. Ideally the workshop venue is very close to the conference venue as many workshop participants will also attend the conference.

- Two to three meeting rooms of up to around 40 pax each
- Classroom style seating
- Duration: Four days – (the days will depend on the conference dates)

The room must include:

- A large projection screen
- A data projector
- Connectivity: High speed Internet connectivity
- A basic PA system: 2 wireless mics and speakers to cover the room
- Power boards for speakers and participants
- A lunch area to cater for all workshop delegates and instructors

3.2   Conference venue

The ideal conference venue should be a hotel with modern conference facilities or a fully equipped conference centre with a hotel directly attached or located nearby.

Delegates will be arriving from all over the world, so the proximity of the proposed venue to an international airport is a strong factor to be considered. The chosen location must be able to maximize the attendance of key stakeholders and not necessarily be a tourist destination.

Total attendance can be difficult to predict; however, APNIC expects 350+ people to attend the next APNIC conference.

APNIC provides a substantial amount of equipment to support each conference, including computers, data projectors, video cameras and webcasting equipment. The venue must not impose any restrictions or fees on the use of such equipment during the conference.

3.3 Meeting rooms

The venue will require the following rooms and areas:

- A main meeting room for the plenaries, SIG meetings, and AMM capable of seating up to 300 people

- Secondary meeting rooms for the parallel tutorial sessions capable of seating up to 80 people

- A Secretariat room of at least 40 square metres to be used by the APNIC Secretariat staff and the meeting organizers

- A small meeting room capable of seating 15-20 people in a boardroom style to be used for an Executive Council meeting, teleconferences, and other small meetings

- A hostmaster consultation room capable of seating 4-6 people

- A prayer room for inter-faith worship

- A conference registration desk capable of seating 4-5 people for on-site registrations

- A Member Services Lounge: An area measuring at least 7.5 metres x 4 metres to provide on-site Member consultation services

- A lunch area to accommodate all conference delegates

The equipment, layout, and other requirements of these rooms are described in the checklist in section 4.

3.4 Internet access

Internet access at APNIC conferences is essential and is provided through wired Ethernet and a public wireless network. The hotel Internet Service Provider must be able to provide the following facilities:

- Internet backbone access

- Suitable locations and access for APNIC's wireless network

3.4.1 Internet backbone access

Internet access needs to be the highest quality and bandwidth possible – a minimum of 20Mbps (symmetrical and unfiltered) and native dual-stack IPv4/IPv6 are required.

The provider should be able to provide connectivity on UTP or fibre converted to Ethernet to ensure the correct interface.

The conference venue will need to provide a secure and convenient location or room for routers and switches within or near the Secretariat room and with appropriate cabling to the backbone cable.

The APNIC Secretariat will provide and configure all necessary routers and switches. The backbone must be fully operational 24 hours before the workshops start. Contact details of the Internet backbone must also be provided for APNIC's Network Operations Centre (NOC).

3.4.2 Wireless access

The APNIC Secretariat will provide the necessary equipment and configuration information for wireless access.

When choosing a conference venue, it is important to be aware of the following wireless requirements:

- Wireless access will be provided through a standard wireless (Wi-Fi) LAN (802.11 a/b/g/n) using 2.4, 5 and 6GHz frequencies within the conference venue operating 24 hours per day. Note, use of 6Ghz Wi-Fi is subject to government regulations in each economy.

- The venue must allow wireless access in public areas of the main conference venue, such as hotel lobby and lounge areas, as well as guest rooms

- Network access must be operational 24 hours before the Conference starts

3.5   Audio-visual and power board requirements

Suitable audio-visual equipment is needed in each of the main rooms, including stand-up microphones, wireless microphones, table microphones with 'on and off' switch and radio microphones for audience participation (more for larger conference sessions), lapel microphones, fixed microphones, projector screens of suitable size, and white boards with markers.

As laptops are widely used by the conference delegates, it is essential to have a sufficient number of power boards (approx. 60 in total) available for each conference room that are easily accessible from the seats. Preferably the AV supplier is familiar with the conference venue.

Please also refer to Appendix A-1: Meeting room layout.

3.6   Live web conferencing requirements

APNIC provides live web conferencing online as a service to those who are not able to attend the Conference in person. The conference is webcast with a high-definition video feed requiring at least 10Mbps of bandwidth.

3.7   Catering

When choosing a conference and workshop venue, it is important to consider APNIC's catering requirements as below:

- Conference catering includes a buffet lunch, morning and afternoon coffee breaks.

- Conference delegates originate from a wide range of cultural backgrounds, so vegetarian, Indian vegetarian and halal cuisine must be provided.

3.8   Accommodation

It is expected that most attendees will opt to stay in the venue that hosts the conference, or a hotel nearby. It is crucial that affordable accommodation options are available within close proximity to the conference venue. It is expected that each 'official' conference hotel will provide group discounts for block bookings.

We generally offer different accommodation types to our delegates in the vicinity of the conference venue:

- 1 x 'five' star hotel

- 2x 'four' star hotels

- 3x 'three' star hotels

Ideally, the hotels need to be able to provide airport transfers options for the delegates.

3.9   Travel security

APNIC is concerned for the well-being and safety of conference delegates, so security issues will be considered when selecting the conference location. Such issues include possible terrorist threats or problems with law and order. APNIC may refer to official government travel advisories before selecting a conference location. Therefore, it is important to include advice about the domestic security conditions in the intended city or area in the proposal.

3.10   Social events

Social event venues should preferably be within walking distance to the conference venue or at the conference venue.

- Workshop closing dinner for 60 – 80 pax (on the last day of the workshops)

- High quality conference opening reception for up to 200 – 250 pax (on the first day of the conference)

- Conference social event for up to 200 – 250 pax (during the conference)

- AMM closing dinner for up to 80 pax (on the last day of the conference)

The aim of the social events is to provide a relaxing, enjoyable atmosphere in which the delegates can relax and socialize. Such events also provide good networking opportunities for participants. A local sponsor is welcome to sponsor such events.

3.11   Sponsors

APNIC conferences normally receive substantial sponsorship contributions from organizations interested in assisting our work and promoting themselves to the APNIC community. There are normally six or seven classes of sponsorship available (Platinum, Gold, Silver, Bronze, Internet connectivity and bandwidth, and In kind) according to the value of cash or in-kind contributions.

The local partner is encouraged to help us seek local sponsorship to support the conference.

3.12   Visa application assistance

As many conference delegates come from economies where travel visas or invitation letters are required, we ask that the local partner helps provide an invitation letter to help our delegates obtain visas.

3.13   Full assistance for import and re-export procedures

The APNIC Secretariat will ship technical equipment, stationery, promotional gifts, and other materials before the conference. APNIC technical equipment will also need to be re-exported to Australia after the conference. The local partner may be required to provide full assistance with import and re-export procedures and organize a storage facility if required.

4   Support proposals

Parties interested in supporting an APNIC conference are encouraged to express their interest as soon as possible by email to conference@apnic.net.

APNIC staff will be happy to answer any questions you may have before submitting a final proposal. Please email conference@apnic.net with any queries.

4.1   Conference checklist

Please complete the checklist with the support you can offer

Organization name:_____

Contact name:_____

Contact phone Number:_____

Contact email:_____

We are:

☐   An APNIC Member

☐   An APIA member

☐   A past sponsor

☐   A NOG member

☐   An active member of the Internet community – please specify _____

☐   Our organization has worked with APNIC, APIA and other similar organizations before through

_____

☐   Has a similar conference been held in your economy before?

    Yes, please specify_____

☐   No

☐   Is your economy a safe environment to hold an international conference? Comments:

_____

4.2   How you can be involved

Please tick the areas where you feel you will be able to assist the APNIC Secretariat

☐   I will be able to provide financial support to the conference — please specify amount

_____

☐   I will be able to raise additional funding for the conference — please specify estimated amount_____

☐   I believe that the recommended city has the adequate environment and infrastructure to accommodate the APNIC stand-alone conference

Please indicate where you can provide logistical support in an event management role

☐   Recommendations of conference venues

☐   Recommendations of suitable hotels

☐   Recommendations of social events

☐   Recommendations of local suppliers

☐   Negotiations with recommended suppliers

☐   Assistance with visa immigration matters (facilitation of the visa processing)

☐   Assistance in marketing and promoting the conference — please specify_____

☐   Assistance in coordinating with local media — please specify media contacts_____

☐   Others, please specify _____

☐ Recommendations of conference venues	Please provide quotes from at least two different conference venues
☐ Recommendations of suitable hotels (5*, 4* and 3*)	Please provide a shortlist of accommodation rates for 1 x 5* hotel, 1 x 4* and 2 x 3* hotels, walking distance to the main conference venue

| ☐ Recommendations of social events	Please provide recommendations and estimated quotes for opening social event, networking social event and closing dinner
☐ Recommendations of local suppliers	Please provide recommendations of AV, signage, other local suppliers (for delegate bags, t-shirts, and so forth)

☐   Our organization will be able to provide Internet connectivity and network access

☐   Our organization has the technical expertise to assist with the conference setup

☐   Our organization can provide staff to assist with the conference setup, meet and greet, and registration desk duties

☐   Our organization will be able to invite a number of local participants through various affiliations to the conference — please specify _____

☐   I will be able to gather regional participation in the conference — please specify

_____

Your partners

☐   Would you recommend your partners as potential sponsors? If so, who are they?

_____

Appendix A

A-1   Conference Plenary room layout
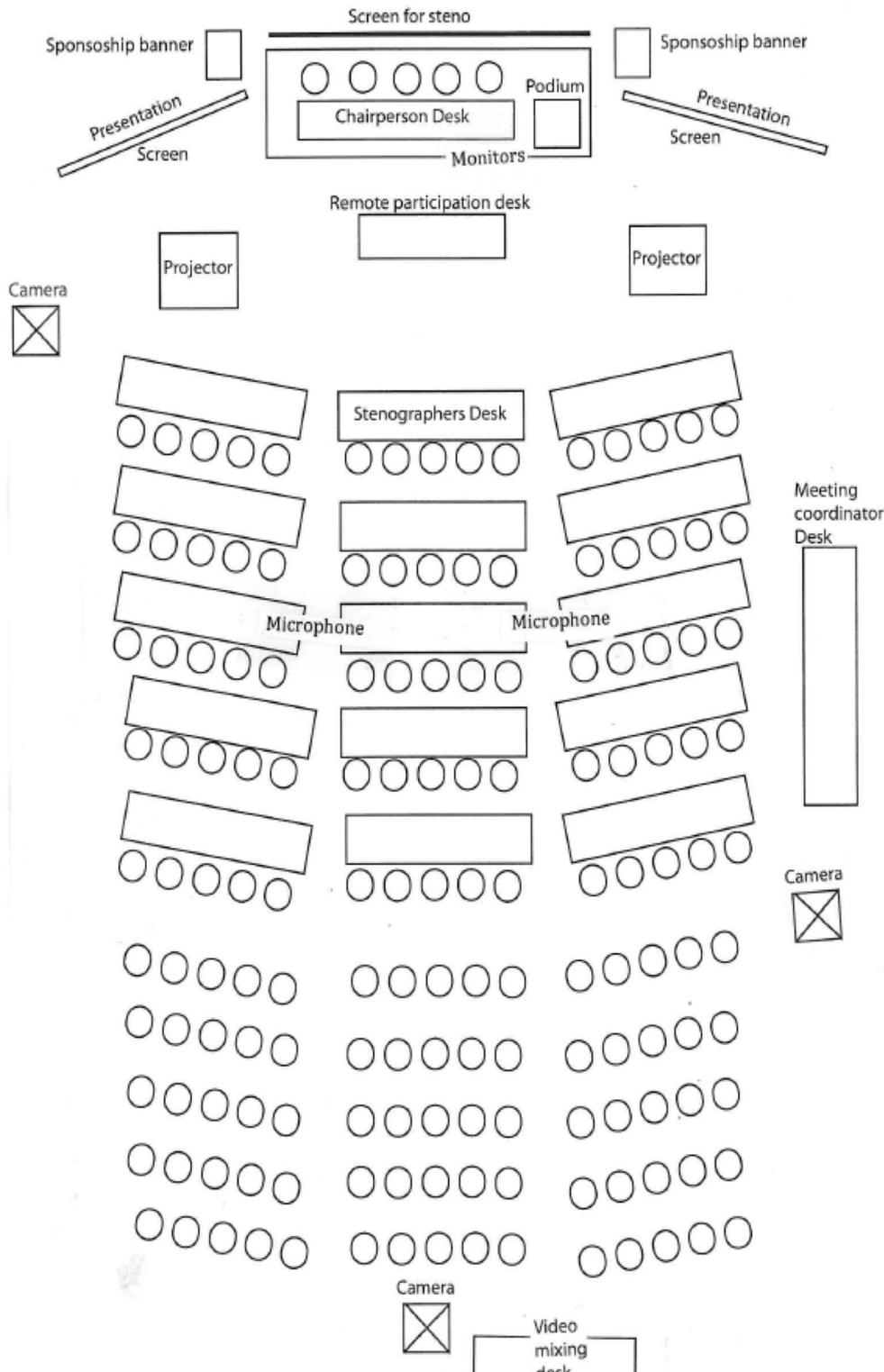
A-2   Previous conference program (example only)

Time (UTC +12)	Tue 3 Sept 2024			Wed 4 Sept 2024			Thursday 5 Sept 2024		Friday 6 Sept 2024	
09:30 - 11:00	APIX (Rongomatane Room C, Level 1)	AP Star Meeting (Room Mokopuna 1B, Level 1)	Pacific IGF 2024 Rongomatane A(Level 1)	Newcomers Session (Rongomatane C, Level 1)		InternetNZ Registrar Day Matiu room 1A, level 1	IPv6 Deployment (Rongomatane A&B, Level 1)	APNIC Products and Services (Rongomatane C, Level 1)	Open Policy Meeting - Policy SIG 1 (Rongomatane A&B, Level 1)	Tutorial (Rongomatane C)
11:00 - 11:30	Morning Tea (Rongomatane Foyer)									
11:30 - 13:00	APIX (Rongomatane Room C, Level 1)	AP Star Meeting (Room Mokopuna 1B, Level 1)	Pacific IGF 2024 Rongomatane A(Level 1)	APNIC Opening Ceremony and Keynotes (Rongomatane A&B, Level 1)		InternetNZ Registrar Day Matiu room 1A, level 1	Technical Session 3 (Rongomatane A&B, Level 1)	Routing Security SIG (Rongomatane C, Level 1)	Open Policy Meeting - Policy SIG 2 (Rongomatane A&B, Level 1)	Tutorial (Rongomatane C)
13:00 14:30	Lunch (Rongomatane Foyer)									
14:30 - 16:00	APIX (Rongomatane Room C, Level 1)	AP Star Meeting (Room Mokopuna 1B, Level 1)	Pacific IGF 2024 Rongomatane A(Level 1)	Technical Session 1 (Rongomatane A&B, Level 1)	APNIC Foundation (Rongomatane C, Level 1)	InternetNZ Registrar Day Matiu room 1A, level 1	APNIC and FIRST Session 1 (Rongomatane A&B, Level 1)	NIR SIG session (Rongomatane C, Level 1)	APNIC Member Meeting 1 (Rongomatane A&B, Level 1)	
16:00 - 16:30	Afternoon Tea (Rongomatane Foyer)									
16:30 - 18:00	APIX (Rongomatane Room C, Level 1)		Pacific IGF 2024 Rongomatane A(Level 1)	Technical Session 2 (Rongomatane A&B, Level 1)	Cooperation SIG (Rongomatane C, Level 1)	InternetNZ Registrar Day Matiu room 1A, level 1	APNIC and FIRST session 2 (Rongomatane A&B, Level 1)	Technical Session 4 (Rongomatane C, Level 1)	APNIC Member Meeting 2 (Rongomatane A&B, Level 1)	
18:00 - 19:00				Next Gen Career BoF (Rongomatane A&B, Level 1)	BoF (Rongomatane C, Level 1)		Lightning Talks (Rongomatane A&B, Level 1)	Inclusion and Diversity session (Rongomatane C, Level 1)		
19:00 - 21:00				Welcome Social (Harbourside)			Farewell to Paul cocktail		Closing Social (Wellington Foyer at Te Papa Museum, across from Takina)	

A-3   Conference cost projection (example only)

Item	Expenses in local currency	Expenses in AUD
Workshops		
Rental – Meeting rooms		
Rental – Meeting rooms incurring overnight costs		
Rental – Audio-visual equipment		
Catering – Buffet Lunch		
Catering – Two daily tea breaks		
Workshop closing dinner		
Conference		
Rental – Meeting rooms		
Rental – Meeting rooms incurring overnight costs		
Rental – Setup period for meeting rooms		
Catering – Buffet lunch		
Catering – Two daily tea breaks		
Opening Reception (Day one) – Food and drink		
Social Event (Day two) – Food and drink		
Closing dinner (Day three) Food and drink (paying dinner)		
Stage banner and signage costs		
Internet connectivity		
Wireless network		
Rental – Audio-visual equipment (for example, mics, TV monitors)		
Rental – Office equipment (for example, photocopier)		
Audio-visual costs		

A-4 Technical checklist

A-4-1 Requirements for the APNIC conference

IPv4 and IPv6 Internet connectivity

a. Preferred physical connection

- To avoid complexity in interconnection, it is required to have an Ethernet drop in the conference venue. APNIC provides a router with Ethernet ports for interconnectivity.

b. Bandwidth

- Minimum 200Mbps symmetric Internet connectivity is required for the remote participation through videoconference and webcasting. APNIC will also use this connectivity to provide free Wi-fi access to participants.

c. Allowing conference IPv4/IPv6 block BGP announcement

- APNIC conferences use the following IPv4 and IPv6 block:

    – IPv4: 220.247.144.0/20

    – IPv6: 2001:0DF9::/32

- ASN: 24555

d. Internet Service Provider

Two separate providers for redundancy and failover purposes. At least one of the providers should support IPv6 transit.

- BGP peering

    – For the point-to-point connectivity with each provider, we require one /30 V4 and one /64 V6 address range.

e. Contact details of the two local ISPs to the technical team at least six months before the conference so they can start liaising with them.

How to contact APNIC

Office location: 6 Cordelia Street, South Brisbane, Brisbane QLD 4101 Australia

Postal address: PO Box 3646, South Brisbane, Brisbane QLD 4101 Australia

Phone: +61 7 3858 3100

Email: conference@apnic.net