

APNIC Conference Overview

October 2026

APNIC



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1 APNIC conferences overview

APNIC conferences provide organizations with a valuable opportunity to engage directly with the Internet numbers community. These well-established events are an important part of the international and regional Internet calendar, attracting influential industry professionals in a cooperative, open environment.

APNIC holds two major conferences each year.

The first is held as part of the APRICOT Summit, usually between February and March. APRICOT is organized by the Asia Pacific Network Operators ([APNOG](#)). For more information about APRICOT events, please email secretariat@apricot.net or visit the [APRICOT](#) website.

The second is a standalone APNIC conference, usually held between August and September. APNIC organizes these conference in partnership with a local host.

This document outlines the requirements for hosting an APNIC standalone conference and explains the responsibilities of the local host. Additional information about [APNIC conferences](#) is available on the APNIC website:

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

1.1 About APNIC stand-alone conferences

The APNIC standalone conference is held annually and is a major event in APNIC's calendar, typically attracting 400 to 500 delegates from across the Asia Pacific region.

Like APNIC itself, the conferences are run on a not-for-profit basis as a service, providing APNIC Members and the Asia Pacific Internet community a unique opportunity to:

- Network and collaborate with industry peers
- Attend workshops, tutorials, and training sessions
- Participate in open policy development, technical sessions, coordination, and other important activities

The APNIC conference is currently a seven-day program comprising four days of workshops and three days of conference sessions.

1.1.1 Conference location

Each year, APNIC and APRICOT conferences are held in a different location within the Asia Pacific region.

APRICOT Summit locations are selected by the APNOG Board in accordance with the APNOG rotation policy, which defaults to a South East Asia location, however, can be held elsewhere within the Asia Pacific region.

APNIC's conferences rotate between East Asia, South Asia and Oceania to boost participation and to spread the costs of attending the conference fairly across the region. APNIC will work with local partners in the host economy to support conference planning and delivery. The conference location needs to be in an economy that is safe and accessible to most of the Asia Pacific; factors include travel advisory status, ease of obtaining visas, major airline access for the delegates, and cost.

The [proposed locations](#) for the upcoming APRICOT and APNIC conferences are available on the APNIC conferences webpage.

1.1.2 Conference date

The APNIC stand-alone conference is usually held in between August and September of each year.

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

The [proposed dates](#) for the upcoming APRICOT and APNIC conferences are available on the APNIC conferences webpage.

2 Host an APNIC conference

APNIC conferences are hosted in partnership with a local organization(s). Hosting an APNIC conference provides an opportunity to:

- Showcase your local Internet community
- Increase visibility for your organization and economy
- Strengthen regional and international partnerships
- Support Internet development and capacity building
- Engage directly with Internet industry leaders and decision-makers

Examples of previous conference host include:

- National Internet Exchange of India ([NIXI](#))
- Asosiasi Penyelenggara Jasa Internet Indonesia ([APJII](#))
- Viet Nam Internet Network Information Center ([VNNIC](#))
- Malaysia Network Operators Group ([MyNOG](#))
- [InternetNZ](#)
- [The Thai Network Information Center \(THNIC\) Foundation](#)

2.1 APNIC conference host selection process

2.1.1 Expressions of Interest process

To ensure a transparent, consistent, and evidence-based selection process, from September 2026, APNIC will use a structured Expression of Interest (EoI) process to identify and assess potential hosts and locations.

The EoI opens approximately 30 months before the conference and remains open for 6 months. All prospective hosts must submit an EoI during the defined submission window to be formally considered. Organizations may signal interest outside this period, but formal consideration requires an EoI submission. The APNIC Executive Council (EC) may also propose prospective hosts or locations for assessment, in which case the APNIC Secretariat may invite those parties to submit an EoI.

What to include in the EoI

Organizations interested in hosting an APNIC standalone conference are invited to submit an EoI during the designated application period. All proposals are researched and assessed by the APNIC Secretariat against a defined set of criteria, including:

- Location & accessibility
 - Safety / travel advisories
 - Ease of travel / flight routes
 - Visa requirements
- Location safety
 - Venue suitability, availability, and quality
 - Venue specs
 - Capacity

- Layout
- Accessibility
- Internet capability
- Technical capability
 - Network infrastructure
 - Connectivity
 - Technical partners
- Number of APNIC Members in host economy
- Whether the location has hosted an APNIC conference before
- Budget and sponsorship

During the research period, the Secretariat may hold informal discussions with potential hosts in each location to gather additional information as required.

2.1.2 Assessment and decision process

The Secretariat evaluates all eligible submissions using a two-stage framework and provides a recommendation to the APNIC EC. The EC is responsible for selecting both a preferred host location and a backup option in case of any unexpected need to relocate.

Mandatory viability checks

Each submission must meet all minimum thresholds before it can proceed to comparative evaluation:

- Location and accessibility: The location is not rated 'reconsider your need to travel' or 'do not travel' by Smartraveller; it is no more than two flight connections from an international transit hub; and visas are available for most Asia Pacific nationalities
- Venue suitability: The location has facilities that meet minimum capacity, layout, accessibility, accommodation, technical connectivity and infrastructure requirements.
- Host and community support: The proposal presents a feasible delivery plan with local coordination and support.

Comparative evaluation

Viable submissions are comparatively assessed using the following weighted criteria:

- Location and accessibility: 25%
- Venue suitability: 25%
- Technical capability: 20%
- Strategic alignment: 15%
- Community: 10%
- Proposal quality, where relevant: 5%

The Secretariat recommends primary and backup host locations to the EC. The EC makes the final decision, and the decision is formally recorded in the EC meeting minutes.

Following EC approval, APNIC enters into a host agreement with the selected organization before publicly announcing the conference location.

Indicative timeline of EoI

Key dates	Milestone
30 months prior to event	EoI opens to prospective host
24 months prior to event	EoI closes Secretariat researches and evaluates all eligible submissions
22 months prior to event	Secretariat provides a recommendation to the APNIC Executive Council Executive Council selects preferred and backup host locations
20 months prior to event (minimum)	Host agreement executed between APNIC and the selected host
18 months prior to event	Host location is officially announced

Timelines are indicative and may be adjusted where exceptional circumstances arise.

2.2 Overview of host responsibilities

Below is a summary of how prospective hosts are expected to support APNIC in the planning and delivering of APNIC standalone conferences:

- Identify and support the selection of an appropriate conference and workshop venue.
- Identify affordable accommodation options for delegates, including negotiated group rates where possible.
- Facilitate the Internet, networking, and technical requirements of the conference in partnership with APNIC and local providers.
- Assist with the planning and delivery of conference social events.
- Provide local administrative support, including a dedicated conference coordinator and event support staff.
- Assist delegates with visa invitation letters and other travel-related documentation.
- Support the import, storage, and re-export of APNIC equipment and conference materials.
- Promote the conference locally and encourage participation from the local Internet community.
- Assist APNIC in identifying sponsorship opportunities and engaging local sponsors. Provide financial and/or in-kind support where agreed with APNIC.
- Act as APNIC's local partner and primary point of coordination throughout the planning and delivery of the conference.

Please review the full document for comprehensive understanding of the APNIC conference specification and local host requirements.

3 APNIC conference requirements

The following sections outline the standard specifications for an APNIC conference and the requirements that the local host must fulfil to create a successful event in your economy.

3.1 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. The host should propose two or three potential conference venues, and the final selection must be confirmed by the APNIC Secretariat.

Key requirements:

- Capacity to accommodate approximately 400 to 500 delegates
- Convenient access from an international airport
- Accommodation options across a range of budgets within proximity
- Permission to install and operate APNIC owned networking, audio-visual and webcasting equipment without restrictions or additional fees

3.2 Meeting rooms

The venue will require the following rooms and areas:

- A main meeting room for the plenaries, open policy discussions, and APNIC Members Meeting (AMM) capable of seating up to 400 people
- Secondary meeting rooms for the parallel sessions capable of seating up to 80 people
- A secretariat room to be used by the APNIC Secretariat staff and host
- A smaller meeting room capable of seating 20 people in a boardroom style to be used for an EC meeting, teleconferences, and other small meetings
- A Member Services Lounge/Area: An area measuring at least 6 metres x 4 metres to provide on-site Member consultation services
- A conference registration desk capable of seating 4-5 people for on-site registrations
- A pre-function area able to accommodate coffee breaks, lunches and area for sponsors to display their marketing collaterals
- A prayer room

Please refer to Appendix 1 for the meeting room requirements.

3.3 Workshop venue

The workshop can be conducted at the conference venue or at an alternative venue such as a local university or training centre to minimize costs while meeting the technical and logistical requirements of the event.

When an alternative workshop venue is selected, it should be within proximity 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 to cater for all workshop delegates and instructors

3.4 Internet access

Internet access at APNIC conferences is essential and is provided through multiple Internet Service Providers fibre connections and a public wireless network.

3.4.1 Internet backbone access

Internet access needs to be the highest quality and bandwidth possible – a minimum of 1Gbps (symmetrical and unfiltered) and native dual-stack IPv4/IPv6 are required.

The local host is required to help APNIC's technical staff negotiate with the venue regarding a secure and convenient location or room for routers and switches with appropriate cabling to the Internet Service Provider cables.

The APNIC Secretariat will provide and configure all necessary routers and switches. The backbone must be fully operational 24 hours before the workshops start.

See also: Appendix A-3

3.4.2 Wireless access

The APNIC Secretariat will provide the necessary equipment for wireless access. The local host is required to help APNIC's technical staff conduct a site inspection at the venue to identify network access points and the required cabling locations. The local host also needs to be aware of the following wireless requirements when nominating a conference venue:

1. Wireless access will be provided through a standard wireless (Wi-Fi) LAN. The frequencies/band/channels in use will be determined by regulations of the host economy.
2. The venue must allow wireless access in public areas of the main conference venue, such as the areas surrounding the conference halls. Where possible in the conference area, the hotel should be able to disable their wireless services to prevent channel overlap.
3. Network access to the main conference area must be operational at least 24 hours before the conference starts.

3.5 Catering

Conference catering must include a buffet lunch, and morning and afternoon coffee breaks. As conference delegates originate from a wide range of cultural backgrounds, we aim to cater for a broad range of dietary requirements where possible. All food served at the conference venue must be labelled accordingly.

3.6 Accommodation

It is expected that most attendees will opt to stay in the venue that hosts the conference, or a hotel nearby. The local host must provide a list of affordable accommodation options that are available within proximity to the conference venue. This should include a variety of accommodation options with a range of star ratings. It is expected that each 'official' conference hotel will provide group discounts for block bookings and airport transfer options should be available where possible.

3.7 Social events

The local host is expected to assist APNIC in organizing an attractive, high-quality opening reception and social events. Social event venues should preferably be within walking distance to the conference venue or at the conference venue. Social events include but are not limited to:

- Workshop closing dinner for 60 – 80 pax (on the last day of the workshops)
- Conference opening social for up to 300 pax (on the first day of the conference)
- Meet the EC social for up to 100 pax (during the conference)
- Conference closing social for up to 200 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. The local host or a local sponsor is welcome to support or sponsor such events.

3.8 Registration fees

Registration fees are set at appropriate levels, taking into account affordability for APNIC Members. Every APNIC Member is entitled to one complimentary ticket to the conference. It should also be noted that conference fees are waived for instructors, speakers, fellows, committee members, APNIC staff and guests to the conference.

3.9 Travel security

APNIC is concerned for the well-being and safety of conference delegates, therefore security issues will be considered as part of the EoI 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.

4 Host contributions

4.1 Administrative support

The host organization's primary contribution will be human resources. Personnel are required throughout the conference preparation period and during the conference itself to support a wide range of activities. The local host should appoint a dedicated meeting coordinator to provide administrative support. The host is also expected to provide staff who are fluent in both English and the local language to assist at the registration and help desk.

The host organization is also expected to assist with all other conference-related issues, such as a preliminary site visit by APNIC staff and sourcing promotional items locally.

4.2 Financial Support

APNIC bears the costs and risks associated with the conference up to a reasonable limit; however, it may be necessary for the host organization to make a financial contribution in cases where direct costs are higher than normal. Financial responsibilities will be negotiated and agreed upon on a case-by-case basis during and after APNIC's selection of the successful host bid.

4.3 Sponsors

APNIC conferences normally receive 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 host is encouraged to help APNIC seek local sponsorship to support the conference.

Financial contributions from the host organization, while not compulsory, will be welcomed and acknowledged at the appropriate sponsorship level (in addition to the acknowledgement given to the organization as meeting host).

4.4 Promotion

The host organization must assist in promoting the APNIC conference locally and attracting local participation. Local media releases or announcements should be used to increase awareness where necessary. APNIC can assist by providing content for this purpose, which the host may arrange to translate and circulate locally.

4.5 Visa application assistance

As many conference delegates come from economies where travel visas or invitation letters are required, the local host must provide the necessary assistance in arranging visa invitation letters and other related travel documents to help our delegates obtain visas.

4.6 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 host will be required to pay any refundable import duty deposit that may be required by the host economy. The local host will also be required to provide full assistance with import and re-export procedures and provide a secure storage area for shipped boxes.

Appendix A

A-1 Meeting Room Requirements

Day	Session	Meeting Room Set Up
Workshop Day 1	APNIC WS 1 APNIC WS 2 Secretariat Prayer room	Classroom (40 pax) Classroom (40 pax) Boardroom (20 pax) small room (5 pax)
Workshop Day 2	APNIC WS 1 APNIC WS 2 Secretariat Prayer room	Classroom (40 pax) Classroom (40 pax) Boardroom (20 pax) small room (5 pax)
Workshop Day 3	APNIC WS 1 APNIC WS 2 Secretariat Prayer room	Classroom (40 pax) Classroom (40 pax) Boardroom (20 pax) small room (5 pax)
Workshop Day 4	APNIC WS 1 APNIC WS 2 APNIC Private Meeting 1 APNIC Private Meeting 2 Secretariat Prayer room Workshop Graduation & Social	Classroom (40 pax) Classroom (40 pax) Boardroom (20 pax) Boardroom (20 pax) Boardroom (20 pax) small room (5 pax) Banquet (100 pax)
Conference Day 0	APStar*Meeting APIX Meeting APNIC Private Meeting 1 APNIC Private Meeting 2 Secretariat Prayer room	U Shape (30 pax) Classroom (60 pax) Boardroom (20 pax) Boardroom (20 pax) Boardroom (20 pax) small room (5 pax)
Conference Day 1	APNIC Private Meeting 1 APNIC Private Meeting 2 Opening & Plenary Conference 1 Conference 2 Secretariat Prayer room Opening Social	Boardroom (20 pax) Boardroom (20 pax) Classroom-Theatre (400 pax) Classroom-Theatre (200 pax) Classroom-Theatre (200 pax) Boardroom (20 pax) small room (5 pax) Dinner or Cocktail (300 pax)
Conference Day 2	APNIC Private Meeting 1 APNIC Private Meeting 2 Conference 1 Conference 2 Secretariat Prayer / HMC room Meet the EC Social	Boardroom (20 pax) Boardroom (20 pax) Classroom-Theatre (200 pax) Classroom-Theatre (200 pax) Boardroom (20 pax) small room (5 pax) Cocktail (80 pax)

A-2 Technical Requirements for the APNIC conference

IPv4 and IPv6 Internet connectivity

- a. Preferred physical connection
 - To avoid complexity in interconnection, it is required to have a fibre drop in the conference venue for each Internet Service Provider. APNIC provides routers with ports for interconnectivity.
- b. Bandwidth
 - Minimum 1Gbps 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. Both providers must 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. APNIC requires the technical contact details of the two local ISPs at least six months before the conference so they can start liaising with them.

How to contact APNIC

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