



ด่วนที่สุด

บันทึกข้อความ

ส่วนราชการ สำนักงานการประชาสัมพันธ์ต่างประเทศ สงต. โทร. 0-2618-2323 ต่อ 1710-11

ที่ นร 0209.03/ก 508

วันที่ 24 เมษายน 2553

เรื่อง ABU เชิญ กปส. ส่งผู้แทนเข้าร่วมประชุม เรื่อง ABU TV Documentary Screening & Exchange และ ABU TV Documentary Working Party Meeting

เรียน ผอ.สทท. และ ผอ.สปช. 1 – 8

ABU ร่วมกับ Korean Broadcasting System (KBS) สาธารณรัฐเกาหลี กำหนดจัดการประชุม 2 หัวข้อ ได้แก่ ABU TV Documentary Screening & Exchange ระหว่างวันที่ 14 -16 มิถุนายน 2553 และ ABU TV Documentary Working Party Meeting วันที่ 17 มิถุนายน 2553 ณ กรุงโซล สาธารณรัฐเกาหลี โดยมีจุดประสงค์ให้เป็นเวทีการพบปะและพูดคุย เพื่อการพัฒนาสารคดีโทรทัศน์อย่างเป็นรูปธรรม และมีการสร้างสรรค์ผลงานร่วมกันระหว่างผู้ผลิตหรือองค์กรที่มีความคิดคล้ายคลึงกัน (รายละเอียดตามเอกสารแนบท้าย)

ABU เชิญ กปส. ส่งผู้ผลิตรายการหรือสารคดีโทรทัศน์ที่สามารถสื่อสารภาษาอังกฤษได้ดี โดยต้องนำสารคดีที่มีความยาวระหว่าง 20 – 60 นาที เข้าร่วมในการแลกเปลี่ยนด้วย ซึ่งหัวข้อของการแลกเปลี่ยนสารคดีในปีนี้จะเน้นเรื่องเกี่ยวกับสิ่งแวดล้อม ทั้งนี้ สำนักต้นสังกัดต้องรับผิดชอบค่าใช้จ่ายในการเข้าร่วมประชุม

ในการนี้ สปต. ขอให้ สทท. และสปช. 1 – 8 พิจารณาหากมีความพร้อมทั้งด้านบุคลากร สารคดีที่จะนำไปแลกเปลี่ยนและงบประมาณ ขอให้ส่งใบสมัคร (ดาวน์โหลดได้ที่ www.abu.org.my) ไปยังสำนักงานของ ABU ที่หมายเลข (602) 2282 2480 / 3592 ภายในวันที่ 30 เมษายน 2553 และแจ้งชื่อผู้แทนมายัง สปต. ภายในวันที่ 30 เมษายน 2553 เช่นกัน เพื่อเสนอขออนุมัติการเดินทางต่อไป

จึงเรียนมาเพื่อพิจารณาดำเนินการต่อไปด้วย จักขอบคุณยิ่ง

(นางวรรณภา วุฒิอาภรณ์)

ผอ.สปต.



Asia-Pacific
Broadcasting Union

25 March 2010

To : All ABU Liaison Officers (TV)

Dear Colleagues

- 1) **ABU TV Documentary Screening & Exchange**
14 – 16 June 2010
 - 2) **ABU TV Documentary Working Party meeting**
17 June 2010
- SEOUL, REPUBLIC OF KOREA**

We are pleased to invite your organisation to participate in the above two events which will be held in Seoul. We would like to take this opportunity to express our grateful thanks to Korean Broadcasting System (KBS) for being the gracious host this year as well.

OBJECTIVES

The main objectives of the Screening & Exchange are :

- 1) to provide a platform to interact, discuss with and learn from peers in the industry.
- 2) to provide an environment to develop, build and nurture concrete projects / productions jointly with other similar minded producers / organisations
- 3) to provide an opportunity to develop and hone skills that are unique to the documentary genre

THEME FOR 2010

The theme selected for this year is '**Environment**'.

ELIGIBILITY FOR EXCHANGE

To be eligible for the exchange, each participating organisation must bring **one programme (duration: 20-60 minutes)** to Seoul for screening.

Only one programme is required.

All participants will receive copies of all programmes screened after the meeting. Please see attached General Guidelines and Working Procedures for more details.

MAXIMUM NUMBER OF PARTICIPANTS

If your organisation would like to participate in this activity, please submit your Participation Form **before 30 April 2010**. Kindly take note that due to the limited time available for screening, we are accepting a maximum of 15 participating organisations only. Acceptance of participation will be on a 'first come first serve' basis.

However, as each organisation is entitled to submit only one programme, you may nominate more than one person to participate in the above event.

ABU TV DOCUMENTARY WORKING PARTY (ADWP)

The Programme Committee meeting in Ulaanbaatar last year approved the proposal by KBS-Republic of Korea that the ABU TV Documentary Working Party (ADWP) be formed to monitor and promote documentary production amongst ABU members. The 1st ADWP meeting will be held on 17 June 2010 in conjunction with the ABU TV Documentary Screening & Exchange. If you would like to become a member of the ADWP, please indicate in the appropriate box in the attached Participation Form.

We look forward to your positive reply.

Yours sincerely

中村建哉

Tatsuya Nakamura
Director, Programme Dept

- Encl. : 1) Draft Agenda
 2) General Guidelines & Working Procedures
 3) Participation Form



ABU TV Documentary Screening & Exchange
14 - 16 June 2010, Seoul, Republic of Korea

AGENDA
(Draft)

Day 1	Monday, 14 June 2010
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09:30 - 10:00	Welcome Speech:	Mr Cho Dae-Hyun Executive Vice President, KBS
		Mr Tatsuya Nakamura Director, Programme Department, ABU
		Ms Clara Choi Senior Executive Producer, RTHK
	Group Photo Session	
10:00 - 10:15	Coffee Break	
10:15 - 10:30	Self-introduction by Participants	
	Confirmation of Schedule	
10:30 - 12:00	Screening and Discussion	
12:00 - 13:30	Lunch Break	
13:40 - 18:00	Screening and Discussion	
19:00 - 20:30	Welcome Dinner (hosted by KBS)	

Day 2	Tuesday, 15 June 2010
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09:30 - 12:00	Screening and Discussion
12:00 - 13:30	Lunch Break
13:40 - 16:00	Screening and Discussion
16:00 - 18:00	Special Session
	Screening of KBS Special Documentary
18:00 - 19:30	Networking with KBS Producers (free discussion)

Day 3	Wednesday, 16 June 2010
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|---------------|--|---------------------|
| 09:30 – 12:00 | Screening and Discussion | |
| 12:00 – 12:30 | Briefing on the rules and regulations | Mr Tatsuya Nakamura |
| | Discussions on documentary exchange | |
| | Wrap-up | |
| 12:30 – 13:30 | Lunch Break | |
| 14:00 – 18:00 | KOBA (Korea International Broadcast Audio Lighting Equipment Show) | |
| | & Seoul city tour | |



**1st ABU TV Documentary Working Party
Meeting**
17 June 2010, Seoul, Republic of Korea

Agenda
(draft)

Thursday, 17 June 2010

09:30-12:00 Opening remarks

Mr Tatsuya Nakamura

Director, Programme Department, ABU

Introduction of ABU Documentary
Working Party members

Confirmation of Agenda

12:00-14:00 Lunch

14:00-16:00 Discussion
Wrap-up

HOTEL RESERVATION REQUEST

Special rate for participants of ABU Documentary Meeting

Reservation Dept. : Phone: +82 2 6009 1000, Fax: +82 2 6009 1004 ,

email: reservationmapo@lotte.net / hjlee@lotte.net

Last Name (Mr./Ms.):		First Name:	
Company Name:			
Address:			
Phone No.:		Fax No.:	
Email:		Sharing Room with:	
Arrival Date:		Flight No./ Time:	
Departure Date:		Flight No./ Time:	

◆ Please circle your choice of accommodations:

Hotel	Room Type	Special Rate
LOTTE CITY	Standard Double	<input type="checkbox"/> KRW115,000
	Standard Twin	<input type="checkbox"/> KRW125,000
	Breakfast	<input type="checkbox"/> KRW15,000 / ()person

* The above special rates are subject to 10% tax.

* The above special rates are breakfast exclusive, room only.

- Breakfast charge is KRW15,000+(subject to 10% tax.)

◆ A credit card number is required to guarantee your reservation.

Card: <input type="checkbox"/> Amex <input type="checkbox"/> Diners <input type="checkbox"/> Master <input type="checkbox"/> Visa <input type="checkbox"/> JCB	4 digit # for AMEX: _ _ _ _
Card Number:	Expiry Date:

* One night room payment inclusive of tax in case of no-show or late cancellation made 3 days prior to check-in.

* Check-in time - 2:00 pm, Check-out time - 12:00 noon.

◆ Please indicate special requests and comments;

Date: _____

Signature: _____



25 March 2010

ABU TV Documentary Screening & Exchange 2010

GENERAL GUIDELINES AND WORKING PROCEDURES

1. PARTICIPANTS & ELIGIBILITY

Any ABU member organisation may send one or more TV producers of documentary programmes to the meeting. All participants are deemed eligible for the exchange provided they bring along with them a suitable programme for screening at the meeting.

Affiliate members are encouraged to participate only if they have broadcasting facilities.

Each organisation should ensure that their representative/s are producer/s of TV documentary programmes.

2. DURATION OF PROGRAMME OFFERED

Programmes offered for exchange should be more than 20 minutes but less than 60 minutes in duration.

Each organisation is entitled to offer only one item for exchange.

3. THEME

It has been decided based on the discussions and consensus that the theme for this year is 'Environment'.

4. ASPECT RATIO

4:3 or letter size (in case of 16:9)

5. REQUIREMENTS FOR SCREENING AND EXCHANGE

a) For screening:

- One DVD with English subtitles and/or English narration
- Another copy as back up


b) For exchange:

- One clean copy of betacam tape, Digital or SP (PAL)
- There should not be any superimpose, graphics or subtitles

The audio channel of the tape should be as follows:

Ch-1	M/E (Music and effects), mono
Ch-2	Narration in English, mono, if any
Ch-3	Nothing
Ch-4	Nothing

At the beginning of the item, please record the content in the following slate manner:

	
ABU TV DOCUMENTARY EXCHANGE 2010	
Programme Title	:
Duration	:
Organisation	:
Year of Production	:

Script (English & time coded), Music Cue Sheet & Photos

6. BROADCASTING RIGHTS & COPYRIGHT

- a) Participating organisations will be given the rights to broadcast the exchanged programmes for an unlimited number of times during the licence period of one year, commencing from the date of receipt of the master tapes.
- b) Participating organisations are required to select the documentaries they would like to broadcast either by the end of the meeting in Seoul or to notify the ABU within 20 days after the meeting.
- c) Participating organisations must clear all aspects of copyrights including all music rights contained in the documentaries offered for exchange.
- d) Participating organisations are allowed to edit the documentaries as they wish. Excerpts of it may be uploaded to the ABU website for the purpose of promoting the documentary exchange.
- e) Written permission of the copyright owners must be obtained in advance if the exchanged documentaries are to be used for non-broadcasting or any other purposes.

7. HOW TO EXCHANGE

a) Selection of Programmes

Eligible participants will select the documentaries they wish to have by completing and returning the '**Documentary Request Form**' to the ABU Programme Department immediately after the screening of all the documentaries offered for exchange.

b) Actual Exchange

The above forms will be collected by the ABU Programme Department and summarised into a list called the '**Documentary Exchange List**'. This list will be distributed to all participants.

c) Compilation of Requested Programmes

All documentaries on beta tapes will be kept by ABU Programme Department and compiled into master tapes.

d) Circulation of Master Tapes

To facilitate the circulation of the master tapes, all participating members will be divided into groups according to their respective locations.

The ABU Programme Department will make master tapes which contain all eligible documentaries submitted by the participants. The tapes will then be circulated to the first members in their respective groups on the list.

Upon receipt of the tapes, members must make copies immediately for themselves and then courier the master tapes to the next person in their group.

(VERY IMPORTANT: Participants must provide street address and not P.O. Box)

Please be reminded that:

- a) All charges relating to handling and freight have to be borne by senders.
- b) Despatch of tapes must be made within two weeks upon receipt of the master tapes.
- c) In order to avoid unnecessary problems in certain countries, please indicate the items as 'EDUCATIONAL MATERIALS' on the courier slip / envelope.
- d) Upon receipt of tapes, kindly fax or e-mail acknowledging receipt of tapes and / or letter must be sent to the respective senders and ABU Programme Department to kim@abu.org.my

8. ABU TV Documentary Working Party (ADWP)

- a) KBS-Republic of Korea will assume the secretarial duties of the ADWP.
- b) The first meeting of the ADWP will be held on 17 June 2010 in conjunction with the ABU TV Documentary Screening and Exchange meeting in Seoul.
- c) Any ABU member is eligible to become a member of the ADWP. However to increase the productivity of the ADWP, the members will be limited to 10 organisations only.

- d) The ADWP will discuss the following matters :
- improvement of the overall activities relating to the ABU TV Documentary Screening and Exchange
 - seeking co-production possibilities among ABU members
 - seeking fund -raising opportunities for the co-production
 - any other matters relating to ABU TV documentary programming and its activities

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