

Proposed Priority and Budget for APAC CPC Materials (Draft Version 0.3)

Updated 2017/09/27

	Name of material	Description of material	Quantity	Cost	Priority	Due
	APAC Flag	APAC Flag for GA, MRA Council, Events (Kyoto June 2018 --> SAC for June 2019)	2		High	2018-06-01
	APAC Website LAF	Template for APAC website page look and feel	1		High	2018-06-01
	APAC Publications (?)	Template for APAC publications	1		High	2018-06-01
	APAC News	Template for E-newsletter issued by APAC Secretariat	1		High	2018-06-01
	APAC Promotional Brochures (digital)	Promotional Brochures to introduce APAC (initial project)	1		High	2018-06-01
	APAC Powerpoint Slides	Template for APAC ppt slides with logo (and tagline)	1		High	2018-06-01
	APAC Fact Sheets	Template for History, Roles, # of MRA signatories, economies, accredited CABs	1		High	2018-06-01
	APAC Invoice	Template for Invoice issued by APAC Secretariat	1		High	2018-12-01
	APAC Letterhead	Template for Letter issued by APAC Secretariat	1		High	2018-12-01
	APAC Signature Sheet	Template for Mutual Recognition Arrangement to be signed by signatories	1		High	2018-12-01
	APAC Certificate	Template for Certificate to acknowledge the MRA signatory status by APAC Chair	1		High	2018-12-01
	APAC Memo	Template for Memorandum issued by APAC Secretariat	1		Medium	2018-12-01
	APAC Fax Template	Template for Facimile by APAC Secretariat	1		Medium	2018-12-01
	APAC Business Cards (Chair)	Business cards	300		Medium	2018-12-01
	APAC Business Cards (Vice Chair)	Business cards	300		Medium	2018-12-01
	APAC Business Cards (Secretary)	Business cards	300		Medium	2018-12-01
	APAC Business Cards (Secretariat)	Business cards	300		Medium	2018-12-01
	APAC Tagline artwork	If agreed by PSC and CPC	1		Medium	2018-12-01
	APAC Pen		300		Low	2018-12-01
	APAC Stickers				Low	2018-12-01
	APAC T-Shirts				Low	2018-12-01
	APAC Cap				Low	2018-12-01