

Chapter 2

Planning and Preparation



Conference of the Representatives of the Ten Southeast Asian Countries and Japan



Facilitators Meeting



National Leaders Meeting

1 Selections of Japanese Participating Youths

Japanese Participating Youths (PYs) were nominated through each prefectural government and nationwide youth organizations.

The requirements for the Japanese PYs were as follows:

- (1) 18 to 30 years old as of April 1, 2019, possessing Japanese nationality;
- (2) Expected to participate in international exchanges and youth activities in their community, work, school or youth organizations after the Program;
- (3) Sound in mind and body, cooperative and adaptable to an orderly group life in accordance with the Program schedule;
- (4) Having knowledge and skills of Japanese society, culture, etc.;

- (5) Having an interest and a good understanding in the participating countries;
- (6) Having a good command of English to participate in the activities during the Program;
- (7) Able to participate in all activities including pre-program training, pre-departure training, country program in Japan, cruise (activities onboard and in the countries to be visited) and post-program training.

The Cabinet Office selected 39 Japanese PYs among those recommended by the prefectures and youth organizations, after undertaking examinations of general culture and English, and interview in Tokyo on May 25 and in Osaka on June 1.

2 Conference of the Representatives of the Ten Southeast Asian Countries and Japan

The Cabinet Office invited the representatives of the governments of the respective participating countries to the Conference of the Representatives of the Ten Southeast Asian Countries and Japan held in Tokyo for two days on June 11 and 12, in order to discuss the guidelines, subsidiary guidelines and other items for the organization of the 46th SSEAYP in 2019.

Based on the agreements reached at the Conference, the Cabinet Office formulated and sent the Guidelines, Subsidiary Guidelines, Safety Measures and other details for the organization of the 46th SSEAYP in 2019 to the governments of the respective countries. The participating countries then started their own preparations such as the selection and training of NL and PYs, and the planning of the activities for the country programs.

(1) Agenda for the Conference

- a. The 46th Ship for Southeast Asian and Japanese Youth Program (SSEAYP) in 2019
 - (a) Guidelines;
 - (b) Safety measures;
 - (c) Subsidiary guidelines;
 - (d) Homestay matching procedures;
 - (e) Guidelines for the Discussion Program and the Post-Program Sessions;
 - (f) Promotion of solidarity among the ex-participants and the host families;

- (g) Country program in Japan;
- (h) Country programs in Viet Nam, Singapore, Myanmar and Malaysia;
- (i) Preparatory procedures;
- (j) Others
- b. Countries to be visited during the 47th SSEAYP in 2020
- c. Suggestions and ideas for the future SSEAYP

(2) Proceedings

First, the Cabinet Office explained the Guidelines of the 46th Program, etc., followed by a question-and-answer session. Then the countries to be visited during the 46th Program presented their country program plans. In addition, countries to be visited during the 47th Program were considered and suggestions and ideas for the future SSEAYP were discussed.

The highlights and important agreements reached at the Conference were as follows:

- a. The assembly point would be Tokyo, Japan;
- b. The ship will visit Viet Nam, Singapore, Myanmar and Malaysia;
- c. The duration of the cruise (from departure to disembarkation) would be 41 days from November 3 to December 13, and the country program in Japan would be for 11 days from October 24 to November 3;
- d. The number of PYs would be 28 each for all participating

- countries. Japan, however, would add 11 more PYs as liaison PYs;
- e. The Discussion Program would follow the common theme “Youth Participation in Social Activities,” and under it would be nine group themes. The Facilitators appointed to each group theme would coordinate and manage each discussion group;
 - f. In order to ensure safety of the participants, the governments and the reception committees of the respective countries as well as the Government of Japan should give sufficient direction to the agencies that provide transportation and should closely cooperate in taking all necessary measures based on the circumstances of the concerned countries’ traffic situations;
 - g. Two representatives of host families from each Southeast Asian country providing homestay program would be invited to Tokyo, Japan;
 - h. The Cabinet Office supports the Reunion Onboard for ex-Participants of SSEAYP which the Alumni Associations hold during the respective country programs. However, the Cabinet Office shall not bear the expenses for meals and beverages served at the party.
 - i. The government of each participating country would observe the deadline for submitting a list of participants, a draft schedule of country program and other documents to the Cabinet Office for preparation of the various materials related to the Program;
 - j. Each port of call country would make continued efforts to look for the possibility of exemption or further reduction of port dues and wharfage, etc.;
 - k. Facilitators Meeting would be held for two days on July 24 and 25 in Tokyo, while the NL Meeting (the first COC meeting) for two days on September 18 and 19 in Tokyo;
 - l. For the 47th Program, Indonesia, Malaysia and the Philippines indicated their willingness to be one of the port-of-call countries. The Cabinet Office would make decision after consideration of sailing route, future rotation system, etc., by later day.

(3) Participants of the Conference

The representatives listed in the table below attended the Conference. The representatives of the Alumni Associations of the participating countries and the representatives from the respective Embassies of ASEAN member countries in Japan also attended the Conference as observers.



Conference of the Representatives of the Ten Southeast Asian Countries and Japan

Brunei Darussalam	Mr. Zafri Hj Mohamed (Acting Director of Youth and Sports, Ministry of Culture, Youth and Sports)
Cambodia	Ms. Sroy Socheath (Director General of Youth, Ministry of Education, Youth and Sports)
Indonesia	Mr. Faisal Abdullah (Deputy Minister for Youth Empowerment, Ministry of Youth and Sports) Mr. I Gusti Putu Raka Pariana (Assistant Deputy of Youth Capacity Building, Ministry of Youth and Sports)
Lao P.D.R.	Mr. Somkiao Kingsada (General Director of International Relations, Cooperation Department, Lao People’s Revolutionary Youth Union)
Malaysia	Mr. Nik Muhammad Asraff Bin Nik Mod Kamal (Assistant Director, Youth Development Division, National Youth and Sports Department, Ministry of Youth and Sports Malaysia)
Myanmar	Ms. Aye Aye Khine (Prorector, West Yangon University)

Philippines	Asec. Paul Anthony M. Pangilinan (Commissioner-at-large, National Youth Commission)
Singapore	Mr. Christopher Pragasam (Assistant Chief Executive, National Youth Council) Mr. Wai Chung Tai (Assistant Director (International Affairs), National Youth Council) Ms. Nurul Russyiedah Binte Sani (Executive (International Affairs), National Youth Council)
Thailand	Ms. Sirathip Phasrisombat (Director of Development and Welfare Promotion for Children, Youth and Families Division, Department of Children and Youth, Ministry of Social Development and Human Security) Ms. Ngamchuen Duangwaa (Director of International Exchange Group, Department of Children and Youth, Ministry of Social Development and Human Security)
Viet Nam	Mr. Nguyen Hai Minh (Secretary for International Affairs, National Committee on Youth of Viet Nam)
Japan	Mr. Yamatani Hideyuki (Director for International Youth Exchange, Cabinet Office)

3 Preparation of Program Related Materials

The Cabinet Office prepared the following materials to ensure the smooth operation of the Program and distributed them in advance to those who were involved in the Program:

- (1) Guidebook of the 46th SSEAYP in 2019, including the outline of the Program, the activities onboard, the instruction for participants and others
- (2) Pamphlets of the 46th SSEAYP in 2019



4 Pre-Program Consultation Visits by the Cabinet Office

The Cabinet Office conducted pre-program consultation visits with the concerned governments to discuss and finalize the preparation procedures for each country program. Mr. Taira Akito, Deputy Administrator visited Viet Nam and Singapore for 7 days from August 25 to 31, and Mr. Nagao Etsushi, Chief Administrative staff visited Malaysia and Myanmar for 7 days from September 1 to 7.

Prior to the visits, the respective governments were requested to fill up questionnaires on the country programs. The Cabinet Office discussed with the concerned government officials in the consultation meetings and the details of the country programs were adjusted, as necessary, and finalized.

5 Facilitators Meeting

The Cabinet Office held the Facilitators Meeting of the 46th SSEAYP on July 24 and 25 with the attendance of nine Facilitators. The aim of the Meeting was to ensure the smooth and effective implementation of the Discussion Program by sharing the common understanding on basic matters including purposes and by exchanging views and opinions about the program operation.

The agendas of the Meeting were as follows:

- (1) Guidelines for the 46th SSEAYP in 2019;
- (2) Guidelines for the Discussion Program and the Post-Program Sessions;
- (3) Discussion Program (Field Study) in Japan and Viet Nam;
- (4) Framework of each Activity on the Discussion Program;

- (5) Proposal from Facilitators and Exchange of Opinions regarding the Basic Information and Pre-Program Assignments of Group Theme.



With Mr. Yamatani Hideyuki, Director for International Youth Exchange and Mr. Yamamoto Shigeki, Administrator of the 46th SSEAYP at the Facilitators Meeting (July 25)

6 National Leaders Meeting

The NLs of the 10 ASEAN member countries were invited to Tokyo on September 18 and 19 to attend the National Leaders Meeting (NL Meeting) with Japanese NL and the first COC meeting for the 46th SSEAYP. The NLs were members of the COC, the highest decision making body of the SSEAYP, and the aims of the NL Meeting were to deepen their understanding of the purpose and contents of the Program and to discuss the operation of the COC and main onboard activities, in order to ensure effective and smooth implementation of the Program.

The agendas of the Meeting were as follows:

- (1) Guidebook;
- (2) Discussion Program and Post-Program Sessions;
- (3) PY Seminars;
- (4) Risk management;

- (5) Operation of the COC;
- (6) The first COC meeting (Vision sharing towards the 46th Program, Program File).



With Mr. Yamatani Hideyuki, Director for International Youth Exchange and Mr. Yamamoto Shigeki, Administrator of the 46th SSEAYP at Welcome Reception of the National Leaders Meeting (September 18)

The country program in Japan consisted of the programs in and around Tokyo and the local programs that included homestay in 11 prefectures outside of Tokyo.

(1) Program in and around Tokyo

A. Discussion Program (Field Study)

Nine courses were set up in accordance with the Discussion Program Group Themes; 1. Disaster Risk Reduction and Recovery, 2. Diversity and Social Inclusion, 3. Education, 4. Employment and Decent Work, 5. Environment and Sustainability, 6. Good Health and Well-being, 7. Information and Media, 8. Soft Power and Youth Diplomacy, 9. Youth Entrepreneurship, and preparations were set in motion to make these visits an opportunity to learn the current situation in Japan with regard to the respective discussion themes.

B. Program at National Olympics Memorial Youth Center (NYC)

The Organizing Committee was formed on October 21 to prepare for the Discussion Program, Post-Program Sessions, Cultural Exchange Program, etc. as well as to support check-in and check-out at NYC. The Committee was composed of 21 members and prepared diligently for

the implementation.

C. Ceremonies

The Cabinet Office arranged the Inauguration Ceremony, Welcome Reception, courtesy calls, Debriefing Session, Farewell Ceremony, Farewell Party, etc.

(2) Local Program

On June 19, the Cabinet Office invited officials from 11 prefectures, namely, Prefectures of Aomori, Iwate, Fukushima, Chiba, Kanagawa, Niigata, Nagano, Osaka, Saga, Nagasaki and Kumamoto, which were selected to host the local programs of the 46th SSEAYP in 2019, to a preparatory conference. These prefectures were asked to make plans for Japan-ASEAN Youth Exchange Program (interaction with local youths and visits to appropriate places including schools), courtesy calls and other activities, during the local programs and to arrange host families.

Accordingly each prefecture drew and submitted the plan to the Cabinet Office. Based on the proposals, the Cabinet Office decided the final itinerary and made necessary adjustments. Meanwhile, the prefectures also prepared homestay matching lists and other documents.

8 Pre-Program and Pre-Departure Trainings of Japanese PYs

(1) Pre-Program Training of Japanese PYs

The Cabinet Office conducted a 6-day-long Pre-Program Training for 39 Japanese PYs from August 4 to 9 at the National Olympics Memorial Youth Center (NYC) in Tokyo.

The aim of this overnight intensive training was to orient the Japanese PYs of the overall purpose of the Program and the roles of PYs, and to gain understanding of Southeast Asia.

The Japanese PYs followed a training schedule and had an opportunity to listen to lectures, advice from ex-PYs, an explanation of the overseas travel procedures, etc. During the training, they decided role-sharing arrangement for the preparation of onboard activities and country programs.



Lecture: "International Exchange and Global Communication" by Dr. Homma Masato (August 5)



Lecture: "Partnership between Japan and ASEAN" by Dr. Adachi Fumihiko (August 7)

They also selected YL and AYL and prepared for the Discussion Program and Post-Program Sessions.

Based on their performance in the training, the Cabinet Office considered 39 members are qualified as the Japanese PYs and issued the certificates to them.

(2) Pre-Departure Training of Japanese PYs

The Cabinet Office conducted a 4-day-long Pre-Departure Training from October 21 to 24 for 39 Japanese PYs who were finally allowed to join the Program at NYC in Tokyo.

During the training, the Japanese PYs made final preparations for the onboard activities and country programs.



Discussion Training Session 1 (August 6)



Japanese PYs completed the Pre-Program Training (August 9)