



**Chapter  
2**

**Planning and Preparation**

# 1 Selections of Japanese Participating Youths

Japanese Participating Youths (PYs) were nominated by the Cabinet Office.

The requirements for the Japanese PYs were as follows.

The Japanese PYs shall:

- (1) Possess Japanese nationality.
- (2) Be 18 to 33 years old as of April 1, 2023.
- (3) Be sound in mind and body, cooperative and adaptable to an orderly group life in accordance with the Program schedule.
- (4) Have knowledge and skills of Japanese society, culture, etc.
- (5) Have interest in and understanding of the participating countries.
- (6) Have a good command of English to participate smoothly in the activities during the Program.
- (7) Be able to participate in all activities including pre-program training, online and face-to-face exchange, post-program training and debriefing session.
- (8) Be expected to be actively participate in social activities by making use of experience of the Program after its completion.
- (9) Bear the expense for preparing the equipment required for online exchange (computers, the environment to access the internet, etc.).
- (10) Cooperate in following with the necessary measures against infectious diseases such as COVID-19 and influenza requested by the Cabinet Office as deemed necessary (vaccination, wear a face mask, sanitize hands and fingers, take PCR tests, etc.).
- (11) Agree that photographs and videos taken during the Program by the Cabinet Office and the contractors may be used by the Cabinet Office and related organizations for their websites, social networking services, and other publicity purposes.
- (12) Have no prior experience of participating in the International Youth Exchange Program by the Cabinet Office.
  - \* Participants who have participated in the online exchange programs implemented by the Cabinet Office in FY2020 or later are eligible to apply.
  - \* Participants who participated in the Ship for World Youth Program (Hybrid) and the International Youth Development Program (Hybrid) implemented by the Cabinet Office in FY2022 are not eligible to apply.

The Cabinet Office selected 20 Japanese PYs after undertaking examinations and interview online.

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

## (1) First Conference of the Representatives of the Southeast Asian Countries and Japan

The Cabinet Office invited the representatives of the governments of the participating countries to the First Conference of the Representatives of the Southeast Asian Countries and Japan held online on July 4 in order to discuss the guidelines, subsidiary guidelines and other items for the organization of the 47th SSEAYP in 2023.

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 47th SSEAYP in 2023 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.

## A. Agenda for the Conference

The 47th Ship for Southeast Asian and Japanese Youth Program (SSEAYP) in 2023

- (a) Guideline for SSEAYP, Safety Measures for SSEAYP
- (b) Subsidiary Guideline and the Program
- (c) Preparatory Procedures for SSEAYP
- (d) Others

## B. Proceedings

First, the Cabinet Office explained the Guidelines of the 47th SSEAYP, etc., followed by a Q&A session.

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

- a. The program will be conducted in combination of online and face-to-face exchanges.
- b. The online exchange would be for 2 days on November

- 12 and 19, and the face-to-face exchange would be 10 days from November 29 to December 8. Furthermore, the commemorative event for the 50th Year of ASEAN-Japan Friendship and Cooperation would also be implemented.
- c. The number of PYs would be 10 each for the Southeast Asian countries and 20 for Japan.
  - d. The Discussion Program would be conducted under the common theme of “What youth can do in the new era of cooperation commemorating the 50th Year of ASEAN-Japan Friendship and Cooperation,” with five group themes. The Facilitators appointed to each group theme would coordinate and manage each discussion group.
  - e. In order to ensure safety of the participants, especially as the infection control measures, each government would provide necessary instructions on vaccinations to each participant before participating in the program and follow the Japanese government’s policy as needed.
  - f. The government of each participating country would observe the deadline for submitting a list of participants and other documents to the Cabinet Office for preparation of the various materials related to the Program.
  - g. Facilitators Meeting would be held online for two days on September 15 and October 11, while the NL Meeting would also be held online for two days on September 27 and November 8.

### C. Participants of the Conference

The representatives listed in the table below attended the Conference. The representatives of the Alumni Associations of the participating countries also attended the Conference as observers.

Brunei Darussalam	Ms. Hajah Noor Maslina binti Haji Sulaiman (Chief of Staff (Youth), Youth and Sport Department, Ministry of Culture, Youth and Sports)
Cambodia	Mr. Mel Phanseya (Director of Youth Department, Ministry of Education, Youth and Sports)
Indonesia	Ms. Annisa Heru Putranti (Head of Youth Exchange Participation Improvement Team in Bilateral Sector, Ministry of Youth and Sports)
Lao P.D.R.	Mr. Phouvong Manivong (Deputy Chief Permanent Secretary, Lao People's Revolutionary Youth Union)
Malaysia	Mrs. Wan Azira binti Abd Aziz (Head of Unit, International Affairs Unit, Youth Development Division, Ministry of Youth and Sports Malaysia)
Philippines	Asec. Alexa Danielle C. Dayanghirang (SOMY Leader (ASEAN Sectoral Body), National Youth Commission)
Singapore	Ms. Hasliza Binte Ahmad (Director (Youth Engagement), National Youth Council Singapore)
Thailand	Mrs. Apinya Chompumas (Director-General, Department of Children and Youth, Ministry of Social Development and Human Security)
Viet Nam	Ms. Le Hong Nhung (Deputy Head of International Department, National Committee on Youth of Viet Nam)
Japan	Mr. KOSHITA Tatsuhiko (Deputy Director for SSEAYP, Office for International Youth Exchange, Cabinet Office)

## (2) Second Conference of the Representatives of the Southeast Asian Countries and Japan

The Cabinet Office invited the representatives of the governments of the participating countries to the Second Conference of the Representatives of the Southeast Asian Countries and Japan held in Tokyo on December 8 to exchange views on the future SSEAYP.

### A. Agenda for the Conference

The 48th Ship for Southeast Asian and Japanese Youth Program (SSEAYP) in 2024

- (a) Tentative Program
- (b) Participating Countries and the Number of Participants
- (c) Schedule of the Preparation
- (d) Others

### B. Proceedings

First, the Cabinet Office explained the preliminary plan of the 48th Program, followed by a Q&A session and exchange of opinions.

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

- a. The 48th SSEAYP in 2024 would be held in November and December 2024, with the Onboard Program, Country Programs in Japan, Indonesia, and Viet Nam.

- b. Participating countries would not include Myanmar. The Program would welcome Timor-Leste as an observer with one NL and two PYs. On these two issues of participating countries, there is a possibility of changing the decision in response to future changes in the situation.
- c. The number of PYs would be 15 each for the Southeast Asian countries, 20 for Japan, and two for Timor-Leste.
- d. Ex-PYs of the 47th SSEAYP in 2023 would not be eligible to participate in the future SSEAYP because the 47th SSEAYP includes face-to-face exchanges as part of the official program, and it would not be fair to give them another opportunity.

### C. Participants of the Conference

The representatives listed in the table below attended the Conference. The representatives of the Alumni Associations of the participating countries also attended the Conference as observers.



Conference of the Representatives of the Southeast Asian Countries and Japan

Brunei Darussalam	Ms. Hajah Noor Maslina binti Haji Sulaiman (Chief of Staff (Youth), Youth and Sport Department, Ministry of Culture, Youth and Sports)
Cambodia	Ms. Socheath Sroy (Director General of Youth, Ministry of Education, Youth and Sports)
Indonesia	Mr. Khairil Adha (Assistant Deputy for Youth Partnership, Ministry Youth and Sports) Ms. Hasintya Saraswati (Special Staff to the Minister of Youth and Sports) Mr. Abdul Latif (Head of Public Relations, Information Systems, and Bureaucratic Reform Division, Secretariat of Deputy for Youth Development, Ministry of Youth and Sports)
Lao P.D.R.	Ms. Keo Oudone Sengmanivong (Permanent Secretary, Lao People's Revolutionary Youth Union)
Malaysia	Mrs. Wan Azira binti Abd Aziz (Head of Unit, International Affairs Unit, Youth Development Division, Ministry of Youth and Sports Malaysia)
Philippines	Asec. Alexa Danielle C. Dayanghirang (SOMY Leader (ASEAN Sectoral Body), National Youth Commission)
Singapore	Ms. Hasliza Binte Ahmad (Director (Youth Engagement), National Youth Council Singapore)

Thailand	Mrs. Apinya Chompumas (Director-General, Department of Children and Youth, Ministry of Social Development and Human Security) Ms. Chayatada Prapasathid (Specialist Social Development Officer, Department of Children and Youth, Ministry of Social Development and Human Security)
Viet Nam	Ms. Le Hong Nhung (Deputy Head of International Department, National Committee on Youth of Viet Nam)
Japan	Mr. FUJIMORI Shunsuke (Director for International Youth Exchange, Cabinet Office) Mr. KOSHITA Tatsuhiko (Deputy Director for SSEAYP, Office for International Youth Exchange, Cabinet Office) Ms. TAKEDA Yukako (Chief for SSEAYP, Office for International Youth Exchange, Cabinet Office)

### 3 Facilitators Meeting

The Cabinet Office held the Facilitators Meeting of the 47th SSEAYP online on September 15 and October 11 with the attendance of five 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:

#### **Meeting 1 (September 15, 2023)**

- (1) Guidelines for the 47th SSEAYP in 2023
- (2) Guidelines for the Discussion Program
- (3) Roles of Facilitators
- (4) Field Study
- (5) Presentation of Discussion Session Information by each Facilitator and Q&A session

#### **Meeting 2 (October 11, 2023)**

- (1) Presentation of Discussion Session Information by each Facilitator and Q&A session
- (2) Visa and travel insurance announcement
- (3) Infectious disease prevention measures
- (4) Discussion among Facilitators regarding Presentation of Discussion Results and others



Facilitators Meeting (September 15)

### 4 National Leaders Meeting

The NLs of the Southeast Asian countries and Japan participated in National Leaders Meeting (NL Meeting) held online on September 27 and November 8.

The aims of the NL Meeting were to deepen their understanding of the purpose and contents of the Program in order to ensure effective and smooth implementation of the Program.

The agendas of the Meeting were as follows:

#### **Meeting 1 (September 27, 2023)**

- (1) Outline of the Program
- (2) Guidance and safety management including harassment policy
- (3) Guideline for traveling and Visa requirements
- (4) Documents to be submitted prior to the Program
- (5) Discussion among NLs

## Meeting 2 (November 8, 2023)

- (1) Schedule for the online exchange
- (2) Schedule for the face-to-face exchange
- (3) Curfew and night patrol
- (4) Measures against infectious diseases
- (5) Discussion among NLs



National Leaders Meeting (September 27)

## 5 Planning of the Face-to-face Exchange in Japan

The face-to-face exchange in Japan consisted of the programs in Tokyo and the local program that included homestay in 5 prefectures outside of Tokyo.

### (1) Program in Tokyo

#### A. Field Study

Five courses were set up in accordance with the Discussion Program Group Themes; 1. Quality Education, 2. Gender Equality and Women's Empowerment, 3. Economic Growth and Sustainable Cities and Communities, 4. Energy, Measures against Climate Change, Recycling-oriented Society, 5. Good Health and Well-being 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 Toshi Center Hotel Tokyo

Arrangements for Discussion Program, Post-Program Session, Voluntary Activity, etc. were proceeded.

#### C. Ceremonies

The Cabinet Office arranged the Inauguration

Ceremony, courtesy calls, Presentation of Discussion Results, Farewell Ceremony, Commemorative Event for the 50th Year of ASEAN-Japan Friendship and Cooperation, etc.

### (2) Local Program

On August 28, the Cabinet Office invited officials from 5 prefectures, namely, Prefectures of Yamagata, Yamanashi, Aichi, Nagasaki and Kagoshima, which were selected to host the local program of the 47th SSEAYP in 2023, 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 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.

## 6 Pre-Program Trainings of Japanese PYs

### (1) Pre-Program Training of Japanese PYs

The Cabinet Office conducted a Pre-Program Training for 20 Japanese PYs on September 24 online and from October 28 to 29 at the National Olympics Memorial Youth Center (NYC) in Tokyo.

The aim of this 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 decided role-sharing arrangement for the preparation of the

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



Sharing the passion for the Program (October 28)