

## **Guideline for the Discussion Program and the Post-Program Sessions of SSEAYP**

### **1. Purpose**

Participating Youths (PYs) have important roles to contribute to developing and activating society as leaders of each field. The Discussion Program and the Post-Program Sessions encourage PYs to have active participation in social contribution activities by reconsidering the importance of youth social participation.

The Discussion Program intends to encourage PYs (1) to deepen their understanding of the current situation of each field and motivate them to act actively in the respective fields; as well as (2-a) to promote mutual understanding; (2-b) to improve the PYs' skills in exchanging views with other participants; (2-c) to enhance their abilities in presenting their ideas in public; (2-d) to strengthen the relationship among PYs from ASEAN member countries and Japan; and, (2-e) to equip the PYs with practical knowledge and skills that are necessary for them to conduct post-program activities, through a free-flowing and active exchange of opinions.

The Post-Program Sessions aim to allow PYs to design possible activities to realize their ideas and launch them after participating in this program. Also, it is to deepen PYs' understanding of the Alumni Association (AA) of respective countries and the SSEAYP International which is the solidarity body of the AAs.

### **2. Themes**

Nine discussion themes in Attached Sheet 1 are closely related to areas such as the PYs that are expected to be active leaders. Each discussion group (DG) shall comprise of more or less the same number of PYs from different contingents.

### **3. Structure**

The Discussion Program and the Post-Program Sessions shall be implemented according to the implementation plan to be issued by the Discussion Program Steering Committee. Please refer to the detail of the Discussion Program Steering Committee in Attached Sheet 2.

### **4. Proceedings**

#### **(1) Pre-Program Activities / Requirements**

The respective governments shall be requested to submit a questionnaire result of PY's preferable discussion theme by the date designated by the Government of Japan. The Government of Japan decides PY's DG established by each discussion theme based on the submitted result. The Government of Japan shall then prepare the final DG assignments based on the questionnaire and other considerations.

The Government of Japan will hold a Facilitators Meeting to determine and finalize the objectives of each DG. Thereafter, it will provide the PYs through the respective governments with basic information (i.e. groupings, schedules, etc.) and pre-program

assignments according to their respective DGs. The Facilitators may also provide the PYs with additional information whenever necessary.

The PYs are expected to prepare for the Discussion Program by deepening their knowledge on their respective discussion themes as well as to accomplish the pre-program assignments

## (2) Country Program in Japan

During the country program in Japan, Discussion Program (Field Study) relevant to the respective discussion group themes, Discussion Program (Introductory Program) and Post-Program Session I and II shall be scheduled as an introduction to the Discussion Program.

In the Discussion Program (Field Study) relevant to the respective discussion group themes, the PYs are expected to increase their awareness of their respective discussion themes by experiencing actual activities and exchange opinions with experts and practitioners in those fields.

The Discussion Program (Introductory Program) is a plenary session organized and facilitated by the Facilitators, in which purposes and procedures of the Discussion Program are explained.

Post-Program Session I (plenary session) will be organized and facilitated by the representatives of each Alumni Association (OBSC representatives). This session shall primarily contain the introduction of SSEAYP International (SI) which is the solidarity body of respective Alumni Associations (AAs). This session intends to deepen PYs' understanding of SI, its mission, objectives, and activities, and encourage them to actively participate or organize post-program activities under their respective AAs or SI. Also, the status of implementation and the outcomes of the projects which were discussed and prepared by the previous years' PYs during the Program shall be introduced, so that PYs would have a better image of the post-program activities and how they could act in their communities.

Post-Program Session II (by contingent) will be led by the OBSC representatives. In this session, PYs will deepen their understanding of AA, activities done by both AAs and former PYs in their respective countries.

## (3) Discussion Program Onboard

PYs shall participate in their respective group discussions (Session I to V), which shall be administered by the Facilitators. The contents of Group Discussion I include setting goals which individual PYs would like to achieve through the Discussion Program.

After the group discussion I to V, there will be a session in which PYs will learn approaches for designing and implementing projects from Facilitators to equip them with practical

knowledge and skills necessary for them in conducting activities after the SSEAYP. In the PY Collaboration for post-program activities, PYs are going to share their ideal individual or group activities to promote the collaboration on their post-program activities by DG. In the sessions of the Project Management Seminar (Introduction) and the Workshop for Project Management, PYs will also practice how to design concrete and feasible project(s) as hands-on experience in the workshop, led by the Facilitator and Discussion Program Steering Committee members by DG.

In the Discussion Program (Preparation for Presentation, DG report making), PYs will engage in the following activities based on the outcomes of the Discussion Program.

- Prepare for the Presentation of Discussion Results
- Make DG report which includes the process and contents of discussion activities (Consolidated discussion report shall be submitted to the Administration through the Facilitator.)

Discussion Program (Presentation of Discussion Results) is for the PYs to present and share the outcomes of each DG, to learn and understand the different pictures of the themes and to increase their awareness of the social activities in which youth would be able to engage in respective fields.

Discussion Program (Self-Evaluation) is for PYs to reflect and evaluate their activities in the discussion activities. This session shall be led by the Facilitators and PY Steering Committee Members by DG and PYs will organize their ideas towards post-program activities based on the following guiding questions.

- How much could you achieve the goals you set?
- What have you gained from the group discussion besides the goals that you set?
- How would you like to best utilize the outcomes of the discussion activities for your post-program activities?

#### (4) Post-Program Sessions Onboard

In the Post-Program Session III, PYs will discuss activities and projects which they would like to conduct individual or group post-program activities and develop the project proposals by receiving advice from the Facilitators.

In the Post-Program Session IV, PYs will discuss activities or projects which they would like to conduct in their respective countries or communities by receiving advice from the National Leaders or Facilitators and prepare for the Presentation of Post-Program Activities (by contingent).

In the Presentation of Post-Program Activities (by contingent), all project plans by contingents will be shared with all.

In the Post-Program Session V, PYs will brush up and finalize the activity or project ideas made during Post-Program Session III (individual or group). Also, the candidate presenters for the Debriefing Session will be selected by DG.

At the Debriefing Session, PYs will present proposal of their project as the summary of the Post-Program Sessions. The presenters will be finalized through the discussion by the National Leaders and the Facilitators. (If any project plan made during the Post-Program Session IV is considered to report, the particular project plan should be added on the list of presenters.) For finalization, Administrative staff or anyone appointed by the Administrator can provide advice and support if necessary.

**The Theme of the Discussion Program and the Post-Program Sessions  
of the 47th Ship for Southeast Asian and Japanese Youth Program in 2020**

Each theme states target groups of occupation. The occupation status could be current or future status. For anyone unsure of future occupation/profession, please choose the theme by the hope you would like to work for

**1. Policy**

[Target Occupation: Politicians or Civil Servants]

PYs will discuss how to plan and manage policy implementation at the levels of national or local government bodies (incl. concrete methods). However, the discussion excludes biased political situations of ASEAN member states.

**2. Diplomacy**

[Target Occupation: Diplomats or International Organization Officials]

PYs will discuss the relationships between countries for understanding diplomatic policies, learning diplomatic negotiations (incl. concrete methods) and solving global issues. However, the discussion excludes biased political situations of ASEAN member states.

**3. Education**

[Target Occupation: Teachers, Civil Servants or Employees of Educational Companies]

\* Anyone looking to be a volunteer in the educational field, please choose the theme 7 (NGO/NPO).

PYs will discuss not only school education, but also overall education systems including social pedagogy and teaching methods.

**4. Global Company**

[Target Occupation: Employees in Private Companies]

PYs will discuss business developments by global companies and the methods to cooperate with other companies from different countries. Also, Corporate Social Responsibility (CSR) is included in the major discussion topics.

**5. Entrepreneurship**

[Target Occupation: Entrepreneur]

PYs will discuss the meaning of entrepreneurship, the method to start a business and make the business sustainable by planning actual business models. Also, the social impact caused by entrepreneurship (creating a new field) will be discussed.

**6. ICT**

[Target Occupation: Information Companies or Media (incl. Engineers)]

PYs will discuss information and communication technology, its usage (incl. solutions on social issues), future possibility (incl. technological innovation) and the issues caused through

development periods.

## **7. NGO/NPO**

[Target Occupation: Volunteers, NGO/NPO Founders, and Workers]

PYs will discuss covering the topics from an individual activity to an organizational foundation and management regarding non-governmental and non-profitable social contribution activities.

## **8. Environment and Disaster Risk Reduction**

[Target Occupation: Politicians, Civil Servants, Researchers and Employees in Environment and Disaster Risk Reduction Companies]

\* Anyone looking for to be a volunteer in environment and disaster field, please choose the theme 7 (NGO/NPO).

PYs will discuss concrete issues and solutions regarding the essential policies on environmental issues and disaster risk reduction measurements difficult to solve only by private sectors.

## **9. Infrastructure**

[Target Occupation: Politicians and Employees in Infrastructure Companies (incl. Engineers)]

PYs will discuss the ideal planning and the issues/challenges on urban development regarding essential public facilities for national economic growth and public welfare (incl. the fields of roads, railways, ports, airports, water and sewage, electricity, gas, and industrial lands, etc.)

\* This theme includes communication facilities, but establishing an information network should be discussed in theme 6.

## Discussion Program Steering Committee

The following is the detail of the Discussion Program Steering Committee, which shall be formed in accordance with the Guideline.

### 1. Organization Structure

The Discussion Program Steering Committee shall comprise of members as follows:

- Administration (Administrator, Deputy Administrator, some Administrative Staff members (in charge of the Discussion Program))
- 9 Facilitators (1 from each DG)
- 3 National Leaders (in charge of the Discussion Program)
- 18 PYs representing the DGs (2 from each DG)
- 11 PYs representing the contingents (1 from each contingent)

### 2. Roles

#### (1) Roles of the Discussion Program Steering Committee

- a. Plan and operate the Discussion Program
- b. Understand and adjust the progress of each group
- c. Share the information of each group
- d. Plan and implement the Presentation of Discussion Results and the Presentation of Post-Program Activities
- e. Put together the DG report which includes the process and contents of discussion activities
- f. Plan and implement the Post-Program Sessions

#### (2) Individual Roles

- a. Administration
  - Operate the Discussion Program Steering Committee. (Ultimately, the Administrator shall confirm the plan and operation of the Discussion Program and the Post-Program Sessions.)
  - Guide the Facilitators.
  - Confirm the objectives of each discussion group theme proposed by Facilitators.
  - Finalize the basic information and pre-program assignments for each group that will be proposed by the Facilitators and send them to PYs through the respective governments (excluding the detail information).
  - Prepare and arrange for the necessary resources and logistical requirements.
- b. Facilitators
  - Determine and propose the group objectives for approval of the Administration.
  - Draft the basic information and pre-program assignments for approval of the Administration. (Contact the PYs of the group directly for detailed instruction upon approval from the Administration.)
  - Coordinate and manage the assigned DG.

- Facilitate the group discussions and give support and advice to the PYs of the group in charge.
  - Consolidate and summarize the DG report made by the PYs of the group and submit it to the Administration.
  - Coordinate and manage the sessions of “Introductory Program,” “Project Management Seminar (Introduction),” “Workshop for Project Management,” “Presentation of Discussion Results” and “Presentation of Post-Program Activities.”
  - Advise PYs at the Post-Program Session III, IV and V.
- c. National Leaders
- Provide advisory and opinions regarding the plan and operation of the Discussion Program and the Post-Program Sessions as representatives of the Cruise Operating Committee.
- d. PY Steering Committee Members
- Assist the Facilitators to implement the group discussions.
  - Coordinate with the Facilitators in preparing the sessions.
  - Relay information from the PYs of the group to the Facilitators, and vice versa.
  - Put together the DG report which includes the process and contents of discussion activities and submit it to the Facilitator.
  - Coordinate with the Facilitators in planning and implementing the Presentation of Discussion Results and Presentation of Post-Program Activities.
  - Coordinate the group discussion session of “Workshop for Project Management” in cooperation with Facilitators.
  - Facilitate and manage the Post-Program Session III, IV and V.



**Detailed Schedule of the Discussion Program and the Post-Program Sessions  
of the 47th SSEYP in 2020 (Tentative)**

Pre-program	By the first half of June	<b>Selection of Facilitators</b> The Government of Japan will determine the Facilitators based on the recommendations by the respective governments or Alumni Associations (AAs).
	July 10	The respective governments submit a result list of PY's preferable discussion theme to the Government of Japan.
	July 14 - 17 (including arrival and departure dates)	<b>Facilitators Meeting (Tokyo)</b> The objective of each discussion group based on discussion themes shall be finalized.
	By the first half of September	The Government of Japan decides the discussion groupings of PYs, provides pre-program assignments and launches group-based mailing lists.
	September 15 - 18 (including arrival and departure dates)	<b>National Leaders Meeting (Tokyo)</b>
	By the time of Embarkation	PYs shall deepen their knowledge on their respective discussion themes in preparation for the Discussion Program and accomplish the appropriate pre-program assignments provided.



Country Program in Japan	November 4	<b>Discussion Program (Introductory Program)</b> Explanation of Discussion Program <b>Post-Program Session I</b> (plenary session) Introduction of activities of SSEAYP International (SI) and the respective AAs, as well as the status of implementation and the outcomes of the projects which were discussed and prepared by the previous years' PYs during the Program
	November 4	<b>Discussion Group Meeting</b> Selection of Discussion Program Steering Committee members
	November 5	<b>Discussion Program (Field Study)</b> relevant to discussion themes
	November 6	<b>Post-Program Session II</b> (by contingent)

		Introduction of activities of respective AAs and former PYs
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Discussion Program (Onboard)		<b>Discussion Program Steering Committee Meeting</b> Discussion of the details of implementation
		<b>Group Discussion I</b> <b>Group Discussion II</b> <b>Group Discussion III</b> <b>Group Discussion IV</b> <b>Group Discussion V</b>
		<b>Project Management Seminar (Introduction)</b>
		<b>PY Collaboration for Post-Program Activities (individual or group)</b>
		<b>Workshop for Project Management</b>
		<b>Preparation for Presentation of Discussion Results, DG report making</b>
		<b>Presentation of Discussion Results</b>
		<b>Self-Evaluation</b>



Post-Program Sessions (Onboard)		<b>Post-Program Session III (individual or group)</b> Discussion and designing of ideal post-program activities (individual or group)
		<b>Post-Program Session IV (by contingent)</b> Discussion and designing of post-program activities
		<b>Presentation of Post-Program Activities (by contingent)</b>
		<b>Post-Program Session V (individual or group)</b> Finalization of activity designing and preparation for the Debriefing Session
		<b>Debriefing Session</b> Presentation of the proposals of the activity by contingent