# Concept Note
Theme: The Relevance of Higher Education in the Digital Era

We are now in the process of transforming to the digital era or industrial 4.0, an era where information and knowledge are the most important values. Its main drivers are the development of digital information and communication technologies, which have resulted in a massive change in all aspects of social organization including education institutions. In one hands these creates unique opportunity within each institution to develop in a manner that suites their interest. On the other, it is imperative that educational institutions are moving ahead to equip their students with a broad set of knowledge, skill, work habits that are indispensible for the future workforce. However, one of the challenges is that not all ASEAN+3 Countries are well-equipped to handle the disruptive changes brought about by the new technological revolution, universities in the region still lack the necessary foundation for them to be on the edge of ground-breaking technologies. These bring us to the crucial question on how to deal with this massive change and how universities, students and all education sectors response and take a positive action in the digital era?

With regard to the theme, student participants may take the followings into consideration as guideline for preparation of the 'policy paper' and 'country position' for the Educational Forum and 'speech' for the Young Speakers' Contest:

1. Digital applications that can make learning more efficient
2. The need of personalized learning in higher education
3. How to improve digital literacy in developing countries
4. Social media in higher education: strategies, benefits and challenges
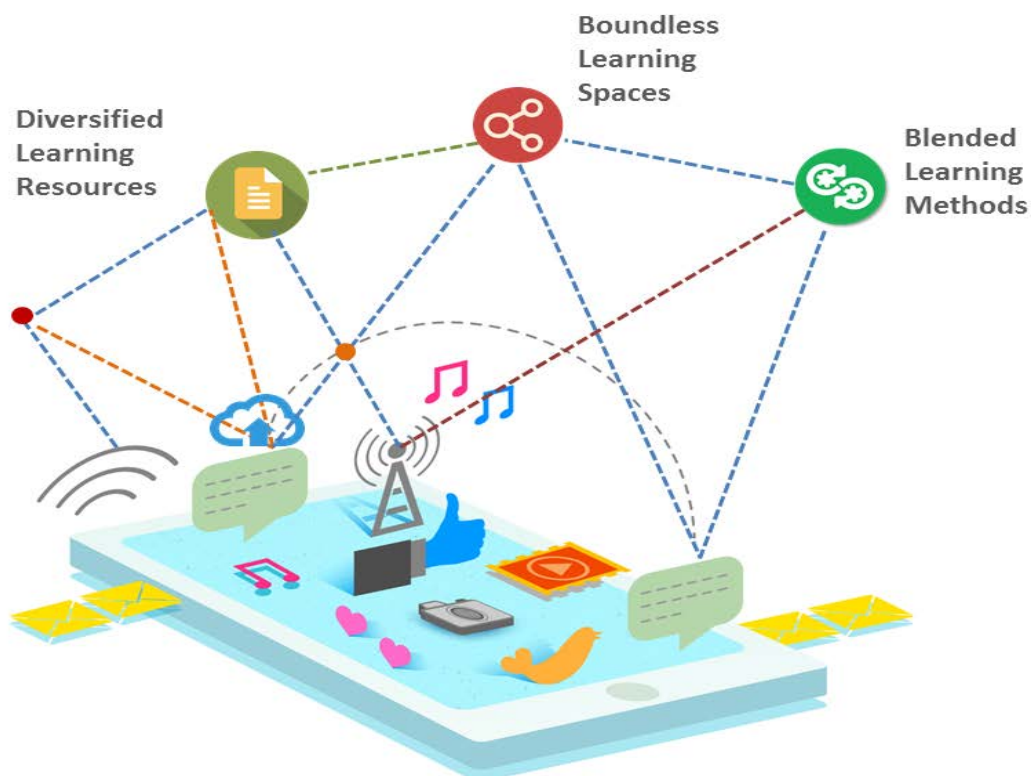
18th AUN &7th ASEAN+3 Educational Forum & Young Speakers' Contest
1 - 5 May 2018
Universitas Indonesia
Theme: The Relevance of Higher Education in the Digital Era

Date	Time	Activity	Participants	PIC	Venue	Remark
		Day 1 – Arrival of participants & Orientation				
Tue	Arrival of participants	Airport transfer to Universitas Indonesia	All		Soekarno Hatta International Airport	Host provides 3 batch of airport transport; max. 15.00 pm
1-May		Registration and Accommodation check-in	All		Hotel Lobby	
	18.00-19.00	Dinner	All			
	19.00-20.30	Orientation for Faculty members	Faculty		Santika Ballroom	
		Orientation for YSC students	YSC			
		Orientation for Ed Forum students	Ed Forum			
	20.30-22.00	Preparation for Country Position Paper	Ed Forum			
		Day 2 – Opening Ceremony & First Round of Young Speakers' Contest				
Wed	07.00-08.00	Breakfast	All		Santika Restaurant	
2-May	08.30-09.00	Registration	All		Balai Sidang	
	09.00-09.20	**Opening Ceremony** Welcome Remarks Prof. Dr. Ir. Muhammad Anis, M.Met (TBC) *Rector UI* Opening Remarks Dr. Choltis Dhirathiti *AUN Executive Director*	All & Public Audience			
	09.20-09.50	**Keynote Speech**				
	09.50-10.05	Exchange of tokens & Group photo				
	10.05-10.20	Coffee break				
	10.20-10.50	**Young Speakers' Contest** • Welcome panel of judges • Contestants draw to determine speaking order • Briefing procedures of the competition		Judge for briefing procedure session		
	10.50-12.00	**First round of Young Speakers' Contest** • Each contestant has 5-7 minutes for presentation				
	12.00-13.00	Lunch				
	13.00-14.30	**First round of Young Speakers' Contest (continued)**				
	14.30-15.00	Coffee break				
	15.00-16.30	**First round of Young Speakers' Contest (continued)**				
	16.30-17.30	Campus Tour	Ed Forum & YSC			
		Judge Meeting	Faculty Members		Balai Sidang	
	17.30 - 18.30	Depart to Gala Dinner venue				
	18.30-20.00	Gala Dinner	All		Pewayangan TMII	
		Announcement of YSC 6 finalists				
		Day 3 – Educational Forum				
Thu 3-May	07.00-08.00	Breakfast	All		Santika Restaurant	
	08.00-08.30	Depart to UI			Hotel Lobby	
	08.30-10.00	**Educational Forum** • Presentation of Country Position • Each country has 10 minutes for presentation (followed by 5 minutes of discussion)	All		RS	
	10.00-10.30	Coffee Break				
	10.30-12.00	**Educational Forum** • Presentation of Country Position (continued)				
	12.00-13.00	Lunch				
	13.00-15.00	• Briefing of Working Group Discussions by AUN • Break-out Session (Working groups by sub-topic)	Ed Forum			
		Free time for YSC students				
	15.00-15.30	Coffee break				
	15.30-18.00	• Presentation of Working Group Outcomes • Each group has 20 minutes for presentation (followed by discussion)	All		RS	
	18.00-18.15	Caucus for the purpose of drafting joint statement				
	19.00-20.30	Dinner				
	20.30	Transfer back to hotel				
		Day 4 – Final Round of Young Speakers' Contest & Adoption of Joint Statement				
Fri	07.00-08.00	Breakfast	All		Hotel Restaurant	
4-May	08.00-08.30	Depart to UI	All		Hotel Lobby	
	09.00-09.30	• Welcome panel of judges • Contestants draw to determine speaking order • Briefing procedures of the competition • Contestants move to holding room	All & Public Audience		Auditorium RIK	
	09.30-11.00	Preparation for the final round of YSC	Free time for Faculty & Students coffee break are provided			
	11.00-12.45	**YSC final round**				
	12.45-13.45	Lunch	All & Public Audience			Prayer for Muslim participants
	13.45-15.30	**Presentation and adoption of Joint Statement**			RS	
	15.30-15.45	Coffee break				
	15.45-17.30	**Presentation and adoption of Joint Statement (continued)**				
	17.30-18.00	Transfer back to hotel				
	18.30-20.00	Certificate dissemination, closing, performance and Farewell Dinner			Santika Ballroom	
		Day 5 – Departure				
Sat 5-May		Depart to Soekarno – Hatta International Airport	All		Hotel Lobby	

SUMMARY OF GUIDELINE

Guideline for the Educational Forum 2018

Educational Forum Topic: The Relevance of Higher Education in the Digital Era

Participating universities are requested to nominate <u>one</u> student representative.

Prior to the Forum, participating students are requested to submit the following to the AUN Secretariat:
- 1 page <u>Policy Paper</u> (Individual Work) **within 15 April 2018.**
- Prepare 10 minutes presentation of <u>Country Position</u> based on individual policy papers (Group Work by Country).

<u>What is a Policy Paper?</u>
Policy paper is a three paragraphs essay outlining the country's policies and viewpoints about the given topic. It will serve as a roadmap on how the student representatives properly represent their respective country based on their country's actual policies and position.

<u>What is a Presentation of Country Position?</u>
The Country Position presentation is the country position. It will be done as a group work and the content is based on individual policy paper submitted earlier. **One country will prepare ONE presentation.** (I.e.: Universitas Indonesia, Universitas Gadjah Mada, Institut Teknoloki Bandung, and Universitas Airlangga have to work together to present only 1 country position for the Republic of Indonesia).

Upon Arrival Date, participants will be given time to do final preparation to present their Country Position during Session I (Day 1)

After the registration deadline, AUN Secretariat will link the representatives of the participating universities per country. For the case of countries who only have one member university in the network (i.e. Universiti Brunei Darussalam and National University of Laos), the delegate has to write his/her country position paper by him/herself.

For the actual forum, the students will be asked to present a 10 minute Country Position that they have prepared previously as a team (one presentation per one country).

All delegates are encouraged to discuss, inquire, and comment by observing the rule of a *Forum Procedure (Refer to Full Operational Guideline).*

The main output of the Forum is "Youth Joint Statement". At the end of the forum, students will come up with an ASEAN+3 Youth Joint Statement. The statement will then be submitted to the ASEAN Senior Officials Meeting on Youth (SOMY) through the ASEAN Secretariat for reference and further action. The policy paper and country position paper will be submitted together with the Youth Joint Statement to SOMY.

The forum will give recognition to the followings:

- Most Outstanding Working Group (Group)
- Most Outstanding Delegate (Individual)

IMPORTANT: The details of the parliamentary procedures, writing and format for the policy paper, dos and don'ts, awarding and judging system, and joint statement writing are all written on the Full Educational Forum Guideline.

Deadline and Submission Process:

All assignments will be submitted to AUN Secretariat **within 15 April 2018.**

AUN Secretariat will link the delegates by country and inform the further details with the participants after registration process.

Use of electronic devices

The delegates are encouraged to bring their laptops, ipads, and other electronic devices that will be used for research and produce outputs at the Forum such as Powerpoint Presentation and Drafting of Joint Statement.

Guideline for the Young Speakers' Contest 2018

Young Speakers' Contest Topic: The Relevance of Higher Education in the Digital Era

Participating universities are requested to nominate <u>one</u> student representative.

Prior to the event, participating students are requested to submit the following to the AUN Secretariat:
- An individual essay reflecting the topic of not more than 1,500 words. This will be compiled and will be distributed to everyone after the end of the contest.

<u>Deadline and Submission</u>: Prepared essays will be submitted to the AUN Secretariat **within 15 April 2018**.

The Young Speakers' Contest is composed of two rounds:
- **The First Round**
  Each student will be given 5-7 minutes (maximum of 7 minutes) to deliver prepared speech.

- **The Final Round** (6 Finalists)
  Each finalist will be given 1 hour to prepare for a 5 minutes speech on new topic.
  After the 5 minutes speech, followed by the follow up question (1 question for all) which he/she needs to respond to for another 2 minutes.

The Young Speakers' Contest (the First Round, and the Final Round) will open to public, with an aim to raise the profile of ASEAN and Plus Three countries' cooperation among the region's next generation of leaders and to deepen the awareness and understanding young people to have on their region's cooperation mechanisms and their future viability.

The Contest will give the following awards:
- Champion
- 1st Runner Up
- 2nd Runner Up
- Runners Up

IMPORTANT: The detailed contest and judging procedures are written on the Full Operational Guideline.

Qualifications of the Participants

For Lecturers
- Be a current lecturer of the AUN Member Universities or Plus Three countries
- Be a citizen from ASEAN, the People's Republic of China, Japan, or Republic of Korea
- Possess sound knowledge of ASEAN and East Asia
- Be a good team player with good communication skills
- Be a healthy person with an ability to adapt to change
- Experience in dealing with people from diverse background
- Possess good command of English
- Committed to attend the full programme

For Students
- Be a current undergraduate student of the AUN Member Universities or Plus Three countries
- Be a citizen from ASEAN, the People's Republic of China, Japan, or Republic of Korea
- Possess sound knowledge of the given topic, ASEAN and East Asia is a big Plus
- Be a good team player with good communication skills
- Be a healthy person with an ability to adapt to change
- Possess good command of English especially in Speaking and Writing
- Committed to attend the full programme

AUN & ASEAN+3
Educational Forum and Young Speakers Contest

GENERAL
INFORMATION

Prepared by

ASEAN University Network Secretariat

Table of Content

AUN & ASEAN+3 Educational Forum and Young Speakers' Contest

The AUN Educational Forum and Young Speakers Contest is one of the flagship youth activities of ASEAN University Network, or the AUN, which was first launched in 1998. This activity was previously known as AUN Educational and ASEAN Young Speakers Contest separately. However, at the 16th AUN-BOT Meeting in Siem Reap, Cambodia, the Board members agreed to merge the two activities into one to ensure cost-effectiveness as well as to intensify the learning outcome and impact to the students. The merged activities were thus renamed as AUN Educational Forum and Young Speakers Contest.

The activity is in line with one of the AUN's over-arching objectives which is to promote ASEAN Awareness especially amongst the youth through cooperation among students and scholars in a way that encourages familiarity and friendship both among themselves and with the ASEAN community. It is also a strategy to build up in-depth awareness in order to catch the diversity and prepare the next generation of leaders. And in 2011, the forum was expanded to the dialogue partners of ASEAN which include China, Japan, and Korea, or also known as the ASEAN Plus Three. This will allow the students to be familiar not only within its own community but as well as its neighbors.

Additional development was when the forum marked the introduction of the "ASEAN Youth Summit" where a group of students assumed roles of the key policy makers of their respective countries and discusses major issues on the regional agenda in a simulated ASEAN Summit setting. Subsequently, the forum would conclude with a Joint Statement which contains various recommendations on key issues affecting the region. The Joint Statement then will be tabled at the related ASEAN meetings through the ASEAN Secretariat and Senior Officials Meeting on Youth (SOMY). An example of the Joint Statement appears as **Annex 1**.

Objectives:

1. To provide a platform for the youth of ASEAN+3 to express their concerns for the region and their perception of its future that will benefit respective communities, countries, and the region as a whole
2. To enhance knowledge, rhetorical, and analytical skills for students from ASEAN+3 nationals through active learning by integrating several activities that allow them to learn and engage by listening, sharing, exchanging, and reflecting different aspects of knowledge, values, and attitudes from other nations;
3. To create networks of friendship among participants which could further develop into ASEAN+3 youth collaborative networks
4. To promote ASEAN+3 spirit through the cooperation among young ASEAN+3 nationals through academic and non-academic activities;

Participations:

There are **three representatives** from each university as follows:

1. One undergraduate student for Educational Forum
2. One undergraduate student for Young Speakers' Contest
3. One accompanying faculty staff

Forum Activities

In general, the Forum includes academic programmes geared towards real world public issues of common concerns in East Asian region which include:

1. Young Speakers' Contest
2. Educational Forum
3. Special Lectures
4. Discussion and Workshops on ASEAN+3 related issues

Note: The Young Speakers' Contest and the Educational Forum are the two major activities.

Hosts of the ASEAN University Network (AUN) and ASEAN+3 Educational Forum and Young Speakers' Contest (1998-2018)

	HOST	YEAR	CITY	COUNTRY
1st	Chulalongkorn, University and Burapha University	11-24 May 1998	Chonburi and Bangkok	Thailand
2nd	Vietnam National University- Hanoi	17-30 May 1999	Hanoi	Vietnam
3rd	Universiti Brunei Darussalam	15-27 May, 2000	Bandar Seri Begawan	Brunei Darussalm
4th	Gadjah Mada University	14-26 May 2001	Yogyakarta	Indonesia
5th	Universiti Malaya and Universiti Sains Malaysia	13-25 May 2002	Kula Lumpur & Penang	Malaysia
6th	Myanmar Ministry of Education, University of Yangon and Institute of Economics	15-28 August 2004	Yangon	Myanmar
7th	De La Salle University	7-20 May 2005	Manila	Philippines
8th	National University of Singapore	21-31 May 2006	Singapore	Singapore
9th	National University of Laos	13-23 May 2007	Vientiane	Lao PDR
10th	Universiti Brunei Darussalam	20-27 May 2008	Bandar Seri Begawan	Brunei Darussalam
11th	Universitas Indonesia	16-24 June 2009	Jakarta & Bandung	Indonesia
12th	Mahidol University	2-8 May 2011	Nakorn Pathom, Kanchaburi	Thailand
13th	Vietnam National University- HCM	24-30 June 2012	Ho Chi Minh City	Vietnam
14th	Institut Teknologi Bandung	3-9 June 2013	Bandung	Indonesia
15th	Universiti Kebangsaan Malaysia	18-25 Jan 2015	Bangi	Malaysia
16th	Mahidol University	8-10 Oct 2016	Nakorn Pathom	Thailand
17th	National University of Singapore	22-26 May 2017	Singapore	Singapore
18th	Universitas Indonesia	1-5 May 2018	Depok	Indonesia

Forum Themes (1998 – 2018)

1st AUN Educational Forum
    11 - 24 May 1998, Chonburi and Bangkok, Thailand

2nd AUN Educational Forum
    17 - 30 May 1999, Hanoi, Viet Nam

3rd AUN Educational Forum
    "Education on Environment and Culture in the New Millennium"
    15 - 27 May 2000, Banda Seri Begawan, Brunei Darussalam

4th AUN Educational Forum
    "With ASEAN Spirit to Strengthen Cultures and Unity"
    14 - 26 May 2001, Yogyakarta, Indonesia

5th AUN Educational Forum:
    "Environment and Cultural: The Heritage of the Future"
    13 - 25 May 2002, Kuala Lumpur and Penang, Malaysia

6th AUN Educational Forum
    "ASEAN in the Knowledge Age: Building ASEAN Studies Learning Societies"
    15 - 28 August 2004, Yangon, Myanmar

7th AUN Educational Forum and Young Speakers' Contest
    "ASEAN Commonalities: Harnessing the Power of 10"
    7 – 20 May 2005, Manila, the Philippines

8th AUN Educational Forum and Young Speakers' Contest
    "Tertiary Education in ASEAN: Perspectives from Young Leaders"
    21 – 31 May 2006, Singapore

9th AUN Educational Forum and Young Speakers' Contest
    "One ASEAN at the Heart of Dynamic Asia"
    13-23 May 2007, Vientiane, Lao PDR

10th AUN Educational Forum and Young Speakers' Contest
    "How ASEAN Can Move Forward Towards a Single ASEAN Community"
    20-27 May 2008, Bandar Seri Begawan, Brunei Darussalam

11th AUN Educational Forum and Young Speakers' Contest
    "Global Economic Crisis: Challenges and Opportunities for ASEAN"
    17-24 June 2009, Jakarta and Bandung, Indone

12ᵗʰ AUN and 1ˢᵗ ASEAN+3 Educational Forum and Young Speakers' Contest

"**Strengthening ASEAN+3 Higher Education through Community Engagement**"

2-8 May 2011, Nakorn Pathom, Thailand

13ᵗʰ AUN and 2ⁿᵈ ASEAN+3 Educational Forum and Young Speakers' Contest

"**Global Citizenship and Intercultural Competence**"

24 – 30 June 2012, Ho Chi Minh City, Viet Nam

14ᵗʰ AUN and 3ʳᵈ ASEAN+3 Educational Forum and Young Speakers' Contest

"**Roles of the Future Leaders of ASEAN+3 Toward Overcoming Connectivity Problem for Economic Growth**"

3 – 9 June 2013, Bandung, Indonesia

15ᵗʰ AUN and 4ᵗʰ ASEAN+3 Educational Forum and Young Speakers' Contest

"**Developing ASEAN+3 Economic Integrated Community: Issues on Gender Equality, Minority Groups, and Persons with Disabilities**"

18-25 January 2015, Bangi, Malaysia

16ᵗʰ AUN and 5ᵗʰ ASEAN+3 Educational Forum and Young Speakers' Contest

"**Strengthening ASEAN+3 Towards Sustainable Development Through Community Engagement**"

8-10 November 2016, Nakorn Pathom, Thailand

17ᵗʰ AUN and 6ᵗʰ ASEAN+3 Educational Forum and Young Speakers' Contest

"**ASEAN+3 in an Era of Global Uncertainty: Responses and Optimism**"

22-26 May 2017, Singapore

18ᵗʰ AUN and 7ᵗʰ ASEAN+3 Educational Forum and Young Speakers' Contest

"**The Relevance of Higher Education in the Digital Era**"

1-5 May 2018, Depok

Educational Forum
Preparation Guide

A. <u>Background of the Educational Forum</u>

What is the Educational Forum?

Educational Forum is a simulation of an ASEAN Youth Summit. It is a platform for undergraduate students to represent their own country in voicing out their opinions that reflect their country's position and interests towards the given ASEAN+3 related issues. The objectives of the forum are as follows:

1. To expose students in an international setting to develop their appreciation towards regional diversity
2. To serve as a training ground for future leaders of the region in policy making
3. To practice students' diplomatic skills through proper observation of protocols, cultural differences and beliefs
4. To enhance students' negotiation and communications skills in an international setting
5. To develop critical thinking of the students through series of dialogues
6. To promote mutual trust and friendship among youths of the region through working groups, networking and activities

How does the Educational Forum work?

In a formal policy meeting, general rules and procedures are usually observed, these rules are generally called as **parliamentary procedures.**

Thus, the Educational Forum will be operated with its proper decorum, rules, and procedures to facilitate a formal, professional, efficient, and effective policy discussion. The Educational Forum will deploy procedures based on *a combination of an ASEAN Summit Parliamentary Procedures and Model United Nations (MUNs).* However, in order to emphasize the ASEAN spirit in the process, the delegates will work on a **consensus basis**. In other words, there is no voting in the process. This is one of the most important principles of ASEAN. Lastly, the Forum will stimulate the real diplomatic and governmental dialogues or meetings as they are in ASEAN and ASEAN Plus Three platforms.

The general rules and procedures will be elaborated in other sections of the guidebook.

B. Expected Outputs

Pre-Forum Assignments, delegates will produce the following outputs:
- **Prepare 10 minute <u>Country Position Presentation</u> (Group Work by Country)**

At the Forum, delegates have to deliver 3 outputs:
1. **Deliver 10 minute <u>Presentation of Country Position</u> (Group Work by Country)**
2. **<u>Working Group Recommendations</u>**
3. **Drafting <u>Youth Joint Statement</u> (Working Groups)**

At the end of the forum, the final output is the **Youth Joint Statement**. The delegates will work together through working groups and draft Youth Joint Statement on the given topic (details on how to write the expected outputs will be discussed further at the sub-sections).

(I) Policy Paper

***All delegates must submit their individual Policy Paper prior to the Forum to AUN Secretariat within the deadline.

Policy Paper is basically an essay detailing your country's policies, viewpoints, and position on the given theme that will be discussed during the forum. It serves as a roadmap on how a delegate can properly represent his/her country based on the country's actual policies and national interests. Thus, the statements are based upon the knowledge that the delegation has acquired on his/her research of the country's position in the given agenda.

The Policy Paper serves several functions for the delegate's preparation for the forum. First, it provides important exercise in expressing a concise national policy views or simply what the country thinks of the issue. Second, it provides important guide post in the preparation efforts of each delegate. It gives them a parameter on how they act and what to say during the forum. Policy papers also serve as a policy reference file in the agenda being discussed in the forum. This will then help the forum to have a clearer, more concise, and directed discussions during the deliberations.

Format and Length

- 1 page
- Times New Roman, font size 12, single spaced
- Paper size: A4
- Heading will include:

- Line 1: Heading eg. The 18th AUN and 7th ASEAN+3 Educational Forum
- Line 2: Country's official name
- Line 3: Topic of the Forum eg. "What is your country policy/ action plan in promoting higher education in the digital era?"

Content

The content of the policy paper is the meat of the conference as it provides facts and direction for discussion. It also serves as the map of the delegate towards the achievement of his/her country's position. The content must consist of **THREE PARAGRAPHS** containing the following:

o **Paragraph I: _Background of the Topic_**

Utilize this paragraph to clearly outline the main problems associated with the agenda. The point of the paragraph is to provide a basic foundation about the current situation associated with your topic. The content of the first paragraph should include:
- Brief introduction about the issue
- How the issue affects your country
- Positions on the issue of major blocs or organizations (i.e. United Nations, etc)

o **Paragraph II: _Position taken by your country (NOT your personal views)_**

This paragraph is an opportunity for you to show the depth of your knowledge about the past and current situations with regards to the agenda. The content should include the following:

- Your country's position on the issue
- Your country's policies and justification on the issue
- Your country's actions or resolutions taken on the issue
- Quotes or brief statements by your country's leaders or government about your country position on the issue (if any)

o **Paragraph III: _Solutions proposed by your country_**

This paragraph will set your paper apart from others that will affect overall evaluation of your position paper. Utilize this paragraph to list solutions to the problems you have discussed. Make sure to discuss the following:

- Solution or resolution your country might propose on the issue
- Restate your country's firm position on the issue
- Summariz what you hope to achieve throughout the duration of the forum

Beware When Writing a Position Paper

- **Keep in mind the interest of your nation, not your personal opinions:** You may offer your own ideas or suggestions on the issue but they must be consistent with national interests and current national policies of the country that you represent.

- **State from the voice of your country:** You have to represent the position of your assigned country, you should not speak in the first person ("I think that"), but with the voice of the country you represent ("**Country Name** believes that ...").

- **Write clear, concise, and simple sentences:** Give sufficient yet brief details, no need for long explanation and avoid flowery wording. Stick to simple language and sentence structure.

- **Focus on policy analysis, not simply the facts.**

- **Quotes:** Refer to quotes and other statements from government leaders where applicable.

(II)Presentation of Country Position

***After all delegates have submitted their individual Policy Papers to AUN Secretariat, they have to prepare 10 minute presentation of Country Position as a group work by country prior to the Forum.**

Steps in Preparing the Presentation

1. After registration is closed, AUN Secretariat will link up the delegates from the same country prior to the forum.
2. Prior to the forum, the delegates from the same country will prepare **10 minute presentation of their Country Position based on their individual Policy Paper** that they have submitted earlier to AUN Secretariat. The delegates are expected to prepare **ONE Country Position of Powerpoint Presentation for 10 minutes .**
3. Upon arrival date, delegates will work together by country to do **final preparation** and nominate group representatives to deliver this 10 minute presentation on Day 1 of the Forum.
4. After the speech presentations, the remaining delegates are encouraged to ask questions and give comments to seek further clarification and /or give opinions by observing the forum's decorum such as by raising *Point of Inquiry* and *Motion to Comment*.

(III) Working Group Recommendations

***Each Working Group will deliver a presentation of their recommendations based on given topic at the Forum**

What is Working Group Recommendation?

Working group recommendations are the output of discussion by each working group according to a given sub-topic under the main theme. These recommendations will serve as the preliminary inputs for drafting the joint statement in a later stage.

Steps in Preparing the Working Group Presentation:

1. At the Forum, the delegates will be divided into working groups with given sub-topics
2. Each group will discuss issues related to the given sub-topic within a limited timeframe
3. Each group will choose group representative(s) to deliver a 20 minute presentation in Powerpoint at the Forum to the entire delegates

(IV) Drafting a Joint Statement

What is Joint Statement?

- **Definition:** A Joint Statement is the final output after the Educational Forum. It is a formal statement of opinion or recommendation to be presented to the ASEAN Senior Officials Meeting on Youth (SOMY) through the ASEAN Secretariat.

- **Content:** The content of the Joint Statement must be directly concerned with the agenda or issue discussed during the forum and it must accurately represent the position and national policy of the body with the spirit of collaboration and inclusiveness among the members of the ASEAN+3.

- **Consensus:** The final Joint Statement must be agreed on by all delegates before adoption to address the ASEAN principle concept to work by "consensus" basis.

The format of a Joint Statement

1. Title:
   - Topic, Venue, Date

2. Introduction:
   - Paragraph 1: Introduce the entire delegation
   - Paragraph 2: State your acknowledgement of the issue under consideration and define briefly the issue under consideration
   - Paragraph 3: Acknowledge roles of stakeholders to solve the issue under consideration
   - Paragraph 4: State your roles as youth of the region
   - Paragraph 5: Briefly explain your proposed recommendations
   - Paragraph 6: Declare your recommendations

3. Recommendations:
   - How to write recommendations:
     - Begin the sentence with a verb
     - Use **Operative Clauses** (Refer to Table: The Use of Operative Clauses) to explain what the Forum will do to address the issue
     - Be SMART (Specific, Measurable, Achievable, Relevant, and Time-bound)
     - Give sufficient details and how to implement it (for example, if one calls for a new program, think about how it will be funded and what body will manage it)
     - Cite facts where applicable
   - Format:
     - *Sub-topic 1*
       - Recommendation 1
         - How to implement
       - Recommendation 2
         - How to implement
       - Etc

- o *Sub-topic 2*
  - Recommendation 1
    - How to implement
  - Recommendation 2
    - How to implement
  - Etc
- o *Sub-topic 3*
  - Recommendation 1
    - How to implement
  - Recommendation 2
    - How to implement
  - Etc

4. Closing

<u>Note:</u> When drafting the Joint Statement, please refer to an example of Joint Statement in **<u>Annex 1.</u>**

The Use of Operative Clauses

Operative clauses are used to **address solutions to issues** addressed earlier in a Joint Statement. These clauses are action oriented and should include a verb at the beginning of your sentence followed by the proposed solution.

Each clause should follow the following principals:

- Support one another and continue to build your solution
- Add details to your clauses in order to have a complete solution
- Operative clauses are punctuated by a semicolon, with the exception of your last operative clause which should end with a period.

The following are the sample Operative Clauses:

Accepts	Draws the attention	Recommends
Affirms	Emphasizes	Regrets
Approves	Encourages	Reminds
Authorizes	Endorses	Requests
Calls	Expresses its appreciation	Solemnly affirms
Calls upon	Expresses its hope	Strongly condemns
Condemns	Further invites	Supports
Confirms	Further recommends	Takes note of
Congratulates	Further requests	Transmits
Considers	Further resolves	Trusts
Declares accordingly	Notes	
Deplores	Proclaims	
Designates	Reaffirms	

C. General Rules and Procedures

(i)   Personnel

The participants in the forum are usually classified into four groups: The Delegates, The Dais, Staff, Secretariat, and Observers and Advisers. Their duties and responsibilities are as follows:

The Delegates
The delegates are participating students working on behalf of their respective country in representing their national interest and interpreting their national policies. The delegates have the right of raising their points in the forum for a smooth flow of discussion.

Important Notes for the Delegates during Formal Session:

Speak in a third person perspective: When the delegates would like to address his/her motion to the Chair, they must speak as third person

❌ *"I would like to comment…"*

✅ "The delegate of (country) would like to motion for…(Motion)…"

✅ " (Country) motions to …(Motion)…*"*

The delegates must raise their name plates before requesting for a Motion

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The Dais
The Dais consists of
- Chair: AUN Secretariat
- Co-Chair: Representative from Host University
- 2 Rapporteurs: Representatives from the Host University

The Dais are responsible for
- Right conduct of the delegates in the forum *through Motions and Points raised by the delegates*
- Serving as adjudicator in committee discussions
- Ensuring the correct flow of simulation.

Staff
The Staff attend to the special requests of the delegates. When they would like to communicate with other delegates through passing of notes, they have to give it through the staffs and the staffs will give them to the recipient of the note. They also assist the Dais in making copies of the minutes and draft joint statements.

The Secretariat
The Secretariat is generally composed of the ASEAN University Secretariat and the host University.
They are responsible for:
- Coordinating among the delegates
- Collecting and compiling the submitted policy papers and country profiles.
- Good interaction and facilitation among the delegates
- Overall flow of the Forum

Observers and Advisers
The Observers are the forum's formal term for the audience, while the Advisers are composed of the academic advisers from the delegates' respective universities. The observers have no power to say anything in the forum nor express their opinions while the advisers will be given a chance to give comments/clarifications and suggestions ONLY during review of the draft Joint Statement. **During the policy discussions, the Chair will not entertain any comments from the advisers.**

(ii) Forum Procedures

The delegates must follow Forum procedures for continued flow of the forum discussions by observing the Motions.

Motions are used in the discussion of the forum; each may vary depending on the issue at hand or the initiative of a delegate to raise such point. The following are the list of the motions and procedures that need to be observed and followed during the forum. The motions are categorized into 5 Main Motions: Introductory Motions, Main Motions, Subsidiary Motions, Incidental Motions, and Privileged Motions.

STEP 1: Introductory Motions (Session 1)
These motions are used to start the formal session.

1. Formal Session Declared (Chair)
Chairperson declares the Forum to be in Formal Session.

2. Roll Call (Chair)
The Roll Call is done after the committee is declared to be in formal session. It is to determine the

attendance of the delegates. The delegates have to stand up with their name plates and present themselves in third person. For example: "*Honorable Chair, respective members of the Dais, my fellow delegates, the delegate of the Republic of the Union of Myanmar is present*".

3. The Setting of Agenda (Chair)

After declaring the body into a formal session and taking the Roll Call, the Chair will set the agenda to select the order of issues or topics to be discussed at the Forum. However, setting of the agenda is only possible when there are more than 1 agenda to be discussed in the forum; but if there is only 1 agenda, the chair will automatically adopt the agenda as is.

4. The Speakers List (Chair)

The Chair will refer to the Speakers List and determine the order of the speakers.

At Formal Session 1, the speakers are representatives of delegation by country. They will deliver 10 minute speech of their Country Position that they have prepared in advance.

The speakers must raise their name plates to show their intention to be part of the Speakers List and wait until the Chair has acknowledged their request.

This is where the delegates deliver their speeches of their Country Positions in order as selected by the Chair.

5. Setting the time for the Speakers (Chair)

The Chair will determine the time allocation for each speaker to present Country Position *which is 10 minutes.* When the speaker exceeds to the time, the Chair will remind him/her to wrap up.

6. Raise a point to the last speaker (Delegates)

After all delegates have delivered their Country Position presentation, all delegates are encouraged to seek further clarifications or give a comment to the speaker. So, the delegates can motion to the Chair as follows:

- *Point of Inquiry*: If any delegates want to ask question or seek clarifications from the speaker, the delegate can raise this motion. Note that you have to address your inquiry to the Chair not the speaker. It should sound like this: *The delegate of Indonesia would like to ask the delegate of Vietnam how he thinks his suggestion will further foster collaboration between ASEAN and its dialogue partner?*
- *Motion to Comment*: This allows delegates to give comments to the speech given by the speaker. Take note that the comment should focus more on the content of the speech rather than the manner of delivery. For example: *The delegate of Cambodia would like to express its appreciation to the delegate of Brunei for bringing the issue on the importance of collaboration amongst the youth of the region especially in the field of science and technology, the delegate of Cambodia agrees with the delegate of Brunei and this delegate is looking forward in further working with the delegate of Brunei on this specific matter.*

STEP 2: Working Group Discussions (Session 2)

1. After Step 1, A representative of delegation will motion for *Working Group of the House* to work on drafting recommendations of Joint Statement.
2. The Chair will divide the delegates into working groups with sub-topics.
3. Each group will discuss and draft recommendations of their assigned sub-topics (Session 2). They are allowed to use laptops, Ipads, and other electronic devices to do research.
4. Each group will choose group representatives to deliver a 20 minute presentation of their working group outcomes

STEP 3: Presentation of Working Group Outcomes (Session 3)

1. Motion for *Presentation of the Output Per Working Group* will be raised.
2. The Chair will open the *Presentation List.* The speakers will raise their placards and wait until the Chair has acknowledge their request
3. Group representatives will deliver the 20 minute presentation according to the Speakers List.

STEP 4: Discussion & Amendment of Recommendations

1. After the working group presentations, other delegates are encouraged to seek further clarification, comment, suggest, and discuss by using the following motions:
   - *Point of Inquiry*
   - *Motion to Comment*
   - *Moderated Caucus*
   - *Unmoderated Caucus*
2. The delegates of each working group will take note the comments of other delegates
3. The delegates will amend recommendations of their assigned sub-topics based on previous discussions and given comments.

STEP 5: Drafting the Joint Statement (Working Group Representatives)

1. Each group will choose 1-2 representatives who will draft the Joint Statement with other groups.
2. The group representatives will merge recommendations from all groups and draft Joint Statement together.
3. The groups will choose 1 representative from each working group to present the final version of their draft Joint Statement.

STEP 6: Presentation & Adoption of Joint Statement

1. A representative among the groups will motion for *Presentation of the Draft Joint Statement.*

2. *The representatives will present Draft Joint Statement*
3. If there are no objections, the Joint Statement will be adopted
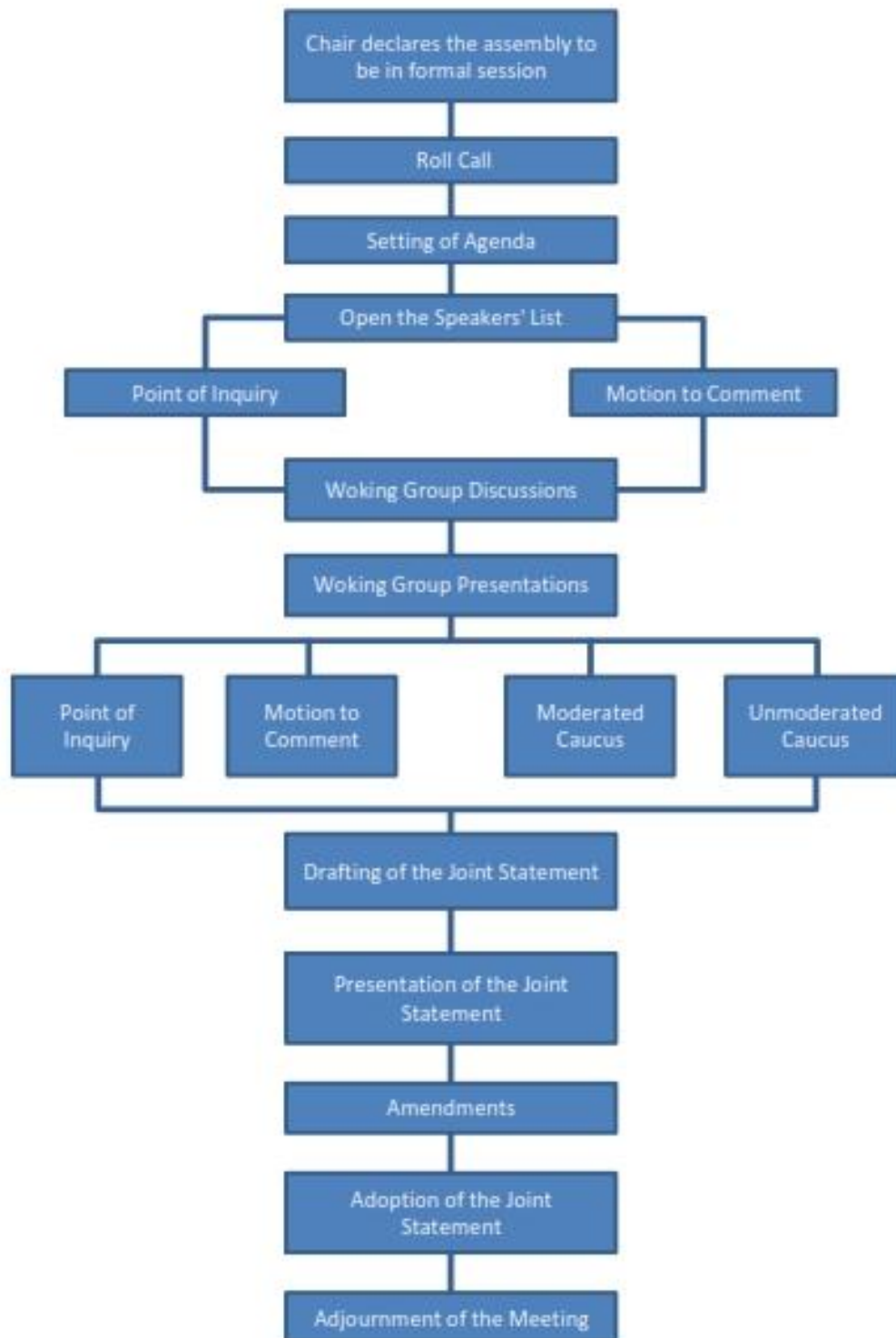4. Motion to *Adjourn* to close the meeting

(iii)   Summary of Motions Used by the Delegates:

TYPE OF MOTIONS	NAME OF MOTIONS	HOW TO USE IT
1. Introductory Motions **(used to start Formal Session)**	Point of Inquiry	If any delegates want to ask question or seek clarifications from the speaker, the delegate can raise this motion. Take note that you have to address your inquiry to the Chair not the speaker
	Motion to Comment	This allows delegates to give comments to the speech given by the speaker. Take note that the comment should focus more on the content of the speech rather than the manner of delivery.

TYPE OF MOTIONS	NAME OF MOTIONS	HOW TO USE IT
2. Main Motions **(used to facilitate preparation for the content of joint statement after delegates have given speeches)**	Moderated Caucus	The delegates will remain seated. It is a formal debate when the delegates would like to discuss or share opinions on an issue. They will raise their placards and the Chair will call on speakers one by one until Moderated Caucus tin is expired. The time frame has to be determined.
	Un-moderated Caucus	It is an informal debate when the delegates leave their seat and can move around to exchange ideas and discuss freely with other delegates. It can also be used in finalizing or merging the outputs of the working groups to come up with a Joint Statement. Time frame has to be determined.
	Working Group of the	After the Chair assigned sub-topics to Working Groups, the delegate will motion for Working

	House	Group of the House to work on the details of the Joint Statement. Basically, a Working Group is a longer version of the un-moderated caucus.
	Presentation of the output per working group	This motion brings delegates back to formal session to present outputs of working groups by group's representatives according to Presentation List.
	Presentations Lists	The delegates who wish to be included in the presentation list should raise their intention in being a part of the speakers list by raising their placards and wait until the chair has acknowledged their request. The speakers list allows delegates to deliver the output of the working group that he/she represents. Some motions from the Introductory Motions will be utilized as well in order for delegates to ask questions and give comments or suggestions.
	Presentation of the Draft Joint Statement	After the presentation of the working groups' outputs, the delegates have to merge their ideas to create a joint statement that would include all of the points that the delegates have discussed in their respective working groups.

Flow of the Forum

```
Chair declares the assembly to
be in formal session
            │
        Roll Call
            │
     Setting of Agenda
            │
  Open the Speakers' List
    ┌───────┼───────┐
Point of Inquiry   Motion to Comment
    └───────┼───────┘
  Woking Group Discussions
            │
  Woking Group Presentations
 ┌──────┬──────┬──────┬──────┐
Point of  Motion to  Moderated  Unmoderated
Inquiry   Comment    Caucus      Caucus
 └──────┴──────┴──────┴──────┘
            │
  Drafting of the Joint Statement
            │
  Presentation of the Joint
          Statement
            │
       Amendments
            │
  Adoption of the Joint
       Statement
            │
  Adjournment of the Meeting
```

D.   <u>Awarding System</u>

Most Outstanding Delegate Award

The Most Outstanding Delegate Award will be bestowed to a delegate who has submitted an excellent position paper, possess exceptional speaking and debating skills and exhibited full participation in the forum through the mastery of parliamentary procedures. The award will also be given to a delegate who possess the basic characteristics of a real diplomat and uplifted the principles and integrity of the ASEAN Plus Three. The award will be based on <u>the votes of the delegates</u>.

Scoring Criteria	Score
Votes from delegation	**100**
Total	**100**

Most Outstanding Working Group Award

The Most Outstanding Working Group Award will be bestowed to a group of delegates who possess excellent speaking and debating skills, conducted a thorough and extensive research, had effective rapport with fellow delegates in the group and actively participated in the breakout sessions through the mastery of policies of the country being represented. The policy recommendations presented are SMART (Specific, Measurable, Attainable, Realistic, and Time- Bounded). This award will be determined by <u>Faculty Staff and/or experts suggested by the host university.</u>

Scoring Criteria	Score
Work Ethics among the group	**15**
SMART Recommendations	**40**
Effective Presentation	**20**
Response to Questions and Recommendations	**15**
Language, Style, and format	**10**
Total	**100**

Awards Philosophy

The AUN Secretariat recognizes the potential of awards to foster friendly competition and seriousness to the forum by the delegates. The awards will be selected equally based on the criteria of the respective awards as stated above. Truly, no one can observe every action in committee or truly judge an individual's learning and growth. We believe that participation in the simulation is its own a reward. It advances the delegates knowledge on ASEAN and its dialogue partners, and of the contemporary regional issues in ASEAN. We urge all delegates to maintain an appropriate perspective regarding awards. The fundamental basis of the simulation is to promote partnership and support among nations, which includes working together through multilateral diplomacy. There are no winners and certainly no losers in this process.

NOET: The <u>policy paper and country position paper</u> will be submitted together with the Youth Joint Statement to the AESAN Senior Official Meeting on Youth (SOMY).

E.   <u>Things to Consider for Educational Forum Delegates</u>

Attendance and Participation

All delegates are expected to actively participate all activities throughout the duration of the forum. Delegates are also expected to be diligent in fulfilling their duties for the entire duration of the assembly and this includes being on time. Take this opportunity to expand your networks and group of friends from ASEAN+3.

Dress Code

All clothing must adhere to guidelines that portray professionalism and modesty. If a delegate's attire is deemed inappropriate, the delegate will be asked to leave the session and return with appropriate clothing. Dress sweaters, shorts, ball caps, jeans, sneakers, and sunglasses are considered too casual. Clothes that expose excessive bare skin or otherwise revealing are inappropriate.

Delegates' Output

1. **Policy Paper (Individual), Country Position Presentation (Country) and Joint Statement**
   Delegates are required to author their original and own foreign policy through a position paper in respect to their country. As the final output of the conference, the delegates have to work closely to come up with a Youth Joint Statement based on consensus.

2. **Submission**
   All Policy Papers have to be submitted prior to the Forum by deadline which will be informed by AUN Secretariat.

3. **Plagiarism**
   Copying another person's idea and making it your own is a form of plagiarism, and any form of academic dishonesty shall not be allowed nor tolerated in the forum. Hence, any delegate suspected to have committed this will be subjected to proper deliberation. If proven guilty, the delegate will be exempted to any awards and will be reported back to the Office of the Student Behavior or its equivalent of his/her home university for its proper sanctions.

Language
English will be the sole and official language of the forum and should be observed at all times.

Courtesy
The forum is a platform for discussion and creative solutions to regional problems. Delegates are expected to be prepared, attentive, courteous, and familiar with the forum's Rules and Procedures. Delegates shall address themselves to the chair or the entire body and at no time will delegates engage in debate or argue with each other directly.

Delegates should not interrupt or be disrespectful during the speech of another delegate, nor should disagreements between delegates and the chair over the interpretation of the rules become a shouting match. At no time will delegates use foul language, or direct racial or ethnic slurs against a country or individual. Courtesy and respect to all committee Dais, Staffs, Secretariat, Observers, and Delegates will be observed at all times. Any of the above actions on the part of a delegate may be grounds for loss of credentials at the discretion of the AUN Secretariat and Faculty Staff.

Name Cards/Gifts
Delegates are advised to prepare their name card stating their contact details, the country they are representing and the university they are from so they can practice formal and professional way of expanding networks. Delegates may also bring small souvenirs that they can exchange with their co-delegates after the forum.

Young Speakers Contest
General Procedures and Mechanisms

A.   Background of the Young Speakers Contest

The Young Spekers Contest is a back to back event of the Educational Forum. It is a speech competition which aims to raise the profile of ASEAN and Plus Three countries' cooperation among the region's next generation of leaders and to deepen the awareness and understanding these young people have on their region's cooperation mechanisms and their future viability. The Young Speakers Contest is composed of two rounds:

- The First Round
  (5-7 minutes to deliver prepared speech)
- The Final Round
  (6 Finalists: 5 minutes deliver prepared speech and 2 minutes impromptu speech)

The AUN Secretariat and the host university will request each member university **to nominate one university representative** to the Speakers' Contest. Then the selected students are requested to present their views on the theme orally.

Eligibility to Participate

Qualifying candidates for the Young Speakers' Contest must be:

- Current undergraduate students
- Be a citizen from ASEAN, the People's Republic of China, Japan, or Republic of Korea
- Not older than 25 years of age enrolled for a bachelor's degree course in the participating universities in the ASEAN University Network and its dialogue partners from China, Japan, and Korea.
- Committed to attend the full programme

Pre-Assignment

Prior to participate at the Forum, **each participating students are requested to submit the following to the AUN Secretariat:**

- An individual essay reflecting the theme of **not more than 1,500 words**. This will be compiled and will be distributed to everyone after the end of the contest.
- **Prepare 5-7 minutes speech** based on individual essay to deliver on the First Round.

B.   General Procedure

(i) Orientation

Day 1 Orientation Session is requested.

1. The contestants (participating universities) are briefed on the rules by the chief judge.

2. Voting judges (one accompanying faculty staffs from each participating universities), timers, and counters are briefed on the rules and duties by the chief judge.

(ii) The First Round

Deliver Prepared Speech (5-7 Minutes)

Procedure

1. Before the Contest, contestants (country alphabetical order) will be picking their order of presentation via draw lots.

2. The MC will introduce each contestant by announcing contestant's number, name, and university.

3. Upon being introduced, the contestant shall proceed immediately to the speaking position.

4. Contestant will then have 5-7 minutes to deliver his/her speech. (Maximum of 7 Minutes)

5. Timer will provide warning signal to the contestants 1 minute before the time is up. Scores will be cut down by the judges in case contestants deliver speech over time.

6. Contestants will only be allowed to carry ½ of an A4 size paper while delivering the speech.

7. After delivering the speech, the contestants may remain in the room.

8. The voting judges will select 6 finalists for the Final Round

Judging Procedure

1. Voting judges have to write their names and their university in each score sheet.

2. The score sheets will be collected after the first half of presentation (1st half), and after the last speech (2nd half).

3. Counters and the AUN Secretariat will tally the scores and will rank the contestants based from the scores.

4. The 6 finalists will be determined to proceed to the final round the next day during the dinner reception.

5. In case of a tie for the 6th spot, the speaker who has the highest score for the Content category will proceed to the final round. If the speakers still have the same score on the Content category, the next basis is the Vision and Speech Value category. If the speakers have the same scores for all the three categories, then that is the only time 2 of them can proceed to the final round.

(iii) The Final Round (6 Finalists)

Deliver Prepared Speech on the new topic (5 minutes), and followed by impromptu speech (2 minutes)

Procedure

1. Before the Contest, the contestants (6 finalists) will be briefed on the rules by the chief judge.

2. After the briefing, contestants will be asked to draw lots to determine their speech presentation order.

3. Contestants will receive the topic for the final round and will be brought to the holding room for 1 hour of preparation time.

3. During the preparation time, contestants are allowed to use their devices such as laptop, iPad, or mobile phones.

4. 1 hour preparation starts upon the signal given by the AUN Secretariat. After 1 hour, all of the participants will be asked to turn off their devices.

5. Contestants will be called one by one to the room and will be introduced each by announcing the contestant's number, name and university.

6. Upon being introduced, the contestant shall proceed immediately to the speaking position.

7. The contestants will be given **5 minutes each to deliver their speech**.

8. Timer will provide warning signal to the contestants 1 minute before the time is up. Scores will be cut down by the judges in case contestants deliver speech over time.

9. Contestants will only be allowed to carry ½ of an A4 size paper while delivering the speech.

10. After the speech, they will be given a piece of paper containing a follow up question to the main topic.

11. The contestants will be given **1 minute in total to read the question out loud, and to organize ideas to response**. Timing begins when the contestants start reading question out loud.

12. Then, each participant will be given **2 minutes to answer the question**.

13. After completing the answers, the contestant can remain in the room.

14. Announcement of the contest winner (s) will be at the closing ceremony.

Judging Procedure

1. The judges have to give comments and feedback to the contestants after the last speech presentation.

2. The score sheets will be collected after all of the judges gave their comments and feedbacks to the contestants.

3. The AUN Secretariat, and counters will tally the scores and will rank the contestants based from the scores.

4. In case of a tie, the contestant who has the highest score for the Content and Question and Answer category combined will be declared as the winner. If the speakers still have the same score on the Content, Question and Answer category, the next basis is the Vision and Speech Value category. If the speakers have the same scores for all the four categories, that's the only time a tie will be accepted and will be declared as both winners.

C.   Scoring Criteria

The First Round (1st Round)

For the first round, one accompanying faculty staffs from each participating member universities will serve as the voting judges. They will be basing their judgment from the following criteria:

Judge Name: _____   University: _____

Contestant No.: _____   University: _____

Scoring Criteria	SCORE	TOTAL
Vision and Speech Value (30)		
Presentation of ideas and vision	10	
Creativity and meaningful of the speech	10	
Practicality and feasibility of the recommendations as to how the proposed vision and idea could be implemented	10	
Content (50)		
Basic Knowledge and familiarity of the ASEAN+3 mechanisms, agreement and its challenges	20	
Quality and thoroughness of research	15	
Coherency and structure of the speech and its responses to the designated theme	15	
Presentation (20)		
Connection to the audience	5	
Delivery of Speech (Non-Verbal: actions, effectiveness of communication, voice and manner)	10	
Appropriate and correctness of language (Verbal)	5	
TOTAL SCORE		

The Final Round (6 Finalists)

For the final round, judges will be composed of one representative of the AUN Secretariat, and four more board of judges. The host university invites minimum of 4 board of judges, the total number of the board of judges have to be odd number.

The criteria for the final round of the Young Speakers' Contest are as follows:

Name of the Judge: _____

Contestant Name: _____   Contestant Number: _____

Score Criteria	SCORE	TOTAL
Vision and Speech Value (30)		
Presentation of ideas and vision	10	
Creativity and meaning of the speech	10	
Practicality and feasibility of the recommendations to the raised problem statement	10	
Content (20)		
The structure of the speech and its responses to the designated topic	20	
Question and Answer (30)		
Convincing and manner of response to the question	15	
Clarity of response and its relation to the given question	15	
Presentation (20)		
Connection to the audience	5	
Delivery of Speech (Non-Verbal: actions, effectiveness	10	
Appropriate and correctness of language (Verbal)	5	
TOTAL SCORE		

D. Mechanism for Selection

(i) Judges

The First Round (1st Round)

The composition of contest judges in the first round is tabulated below:

Chief Judge	Voting Judges (One accompanying faculty staffs from each participating member universities)
Duty - Brief the contest rules to the contestants (participating universities) - Brief the rules and duties to voting judges, timers, and counters - Not giving scores to contestants	**Duty** - Give scores to contestants

The Final Round (6 Finalists)

For the final round, judges will be composed of one representative of the AUN Secretariat, and four more board of judges. The host university invite **minimum of 4 board of judges**, the total number of the board of judges have to be **odd number**. The board of judges may comprise of the following:

- University Professors/ Experts have specialization on the theme of the contest
- Guests from sponsors or international organizations
- Experts in the field of communications or in speech contest
- Representative from English language center, language specialist

Chief Judge	Board of Judges
From the AUN Secretariat	**4 board of judges** (Invited by the host university)
Duty - Brief the contest rules to the 6 finalists - Brief the rules and duties to judges, timers, and counters - Not giving score to contestants	**Duty** - Give scores to contestants

(ii) Timers

Two timers are appointed.

1. One is provided with a stopwatch. One must write record of elapsed time of each contestant.
2. One is provided with a signaling device that displays 1 minute left, and end which must be in full view of each contestant.

(iii) Selection Process

The First Round (Day 1)

- Contestants in the Young Speakers' Contest are requested to present their views on the theme **orally**. The oral presentation should **not exceed 7 minutes in length**. Presentations will be scored in terms of **content and participants' oratorical skill**. (*Visual aids such as PowerPoint presentation are not allowed.*)

6 contestants will be selected from this session to participate in the final round.

The Final Round (Day 2)

The 6 finalists selected from the first round will be given the new topic. Each contestant has 5 minutes for their speeches, following with the impromptu speech. They are requested to answer the specified question (one question for all) to clarify points raised in the contestant's oral presentation and to gauge the contestant's ability for extemporaneous response to the question (2 minutes each). The judges will select the winners from these sessions based on the specific scoring criteria.

E.   Awarding System

The winners of the final round will be as follows;
Champion: Contestant who garnered the highest score in the final round
1st Runner Up: Second place in the ranking
2nd Runner Up: Third place in the ranking
Runners Up: The rest of the finalists who did not make it to the top 3

The standard awards that each will receive are as follows:
• Certificates of recognition shall be awarded for the top 3, and runners up
• Certificates of participation shall be awarded for the rest of the contestants

The awards will be given during the closing ceremony on Day 4.

Additional awards will depend on the host university and partner organizations.

F.   Things to Consider for Young Speakers' Participants

Attendance and Participation

All contestants are expected to actively participate throughout the duration of the event. They are expected to fulfil their duties for the entire duration of the competition and this includes being on time, and most especially, following all of the regulations and procedures stipulated in this guidelines. Take this opportunity to expand your networks and group of friends from ASEAN+3.

Dress Code

All clothing must adhere to guidelines that portray professionalism and modesty. The following are the standard delegate attires for the conference:

For Male:

• Shirt: Only long-sleeved shirt with suit and tie
• Pants: Only plain black, beige and brown slacks or khakis will be accepted
• Shoes: A pair of black or dark brown leather shoes

For Female:
• Shirt: Long or short sleeved dress shirts with collar shall be worn together with a suit
• Skirt/Pants: Skirt and Pants deemed appropriate to exude professionalism will be allowed
• Shoes: A pair of close-toed leather shoes is allowed.

Courtesy

The event is a platform for discussion and creative solutions to regional problems. Contestants are expected to be prepared, attentive, courteous, and familiar with the Contest's Rules and Procedures.

Contestants should not interrupt or be disrespectful during the speech of another contestant. At no time will contestant use foul language, or direct racial or ethnic slurs against a country or individual.

Name Cards/Gifts

Contestants are advised to prepare their name card stating their contact details, the country they are representing and the university they are from so they can practice formal and professional way of expanding networks. Participants may also bring small souvenirs that they can exchange with their new-found-friend after the eve

JOINT STATEMENT

17th AUN and 6th ASEAN+3 Educational Forum

"ASEAN+3 in an Era of Global Uncertainty: Responses and Optimism"

I. INTRODUCTION

1. We, the students of the ASEAN University Network (AUN) Member Universities and the Plus Three countries, gathered on 25 May 2017 at National University of Singapore on the occasion of the 17th AUN and 6th ASEAN+3 Educational Forum and Young Speakers' Contest.

2. We recognize the emergence of contemporary global uncertainty, particularly security concerns rising from the increasing interconnectedness of global affairs, especially the intensification of globalization in the digital age. Accordingly, we are fully aware that it is important for us, as global citizens and future leaders of the region, to preserve our region from security risks as well as to prevent it from possible future uncertainty, which includes but not limited to political security, economic and environmental issues.

3. We acknowledge with appreciation the Chairman Statement of the 19th ASEAN Plus Three (APT) Summit, held on 7 September 2016 in Vientiane, Lao PDR, on the importance of APT cooperation in maintaining and promoting peace, stability and development in East Asian region. In this context, the APT leaders decided to further strengthen cooperation in both traditional and non-traditional security issues such as terrorism and violent extremism, transnational crime, cyber security, maritime security, climate change, disaster management, sustainable water resource management, food security, energy security, and pandemic diseases and trade related capacity building.

4. We support our governments, APT sectoral bodies and relevant sectors in reinforcing their collective efforts towards the achievement of peace, security, and prosperity in East Asia and the UN 2030 Agenda for Sustainable Development.

5. With these statements, we, as future leaders, hereby declare the following recommendations and statements with regards to the achievement of preservation and prevention of APT region in an era of global uncertainty.

II. RECOGNIZING THE CHALLENGES OF GLOBAL UNCERTAINTY

A. ECONOMIC ISSUES

Recognizing the steady increase in regionalism by economic blocs from all around the world;

Acknowledging the relevance of regionalism for increased global competitiveness as well as attracting foreign direct investments, which are key in facing various global challenges;

Realizing that multilateral discussions within these regional blocs result in a higher degree of bargaining leverage in their respective trade negotiations and geopolitical influence;

Keeping in mind that the APT region has now established itself as a strategic region driven by a more robust labor market, increased prices of goods and services, and a higher level of global demand;

Recognizing that a growing economic potential may not always ensure the sustainability and inclusivity;

Acknowledging that the APT region predominantly consists of developing countries, and that they are prone to income inequality as they progress to an advanced economy according to Kuznet's theory of economic development;

Recognizing the need to fulfill the United Nations Sustainable Development Goals to promote inclusive and sustainable economic growth, employment and decent work for all; and

Noting the stronger demand for APT policies that ensure the economic inclusivity within the region as a result of increased regional collaboration.

B. CLIMATE CHANGE

Recognizing the imminent danger of industrialization, carbon emission, depletion of natural resources, and various forms of environmental degradation and pollution;

Gravely concerned that many of the above-mentioned issues may result in or have resulted in disruption of economic activities, natural disasters, extinction of life forms, rising sea levels, abnormal weathers, and ultimately, climate change;

Believing that it is paramount that APT put together their resources, share best practices, and work together to address the above-mentioned concerns;

Reaffirming some of the past and current Policy Framework on the above-mentioned environmental concerns, which include ASEAN Socio-Cultural Community (ASCC), Blueprint 2009-2015, ASEAN Action Plan on Joint Response to Climate Change, ASEAN-China Strategy on Environmental Cooperation (2016-2020), ASEAN Joint Statement on Climate Change to the 22nd Conference of the Parties (COP22) to the United Nations Framework Convention on Climate Change (UNFCCC);

Emphasizing the need to improve the efficiency of the current fund allocation system; and

Highlighting the significance of collaboration with the private sector.

C. GLOBAL INSECURITY

Noting with deep concern the rise of the Islamic State of Iraq and Syria (hereafter 'ISIS') especially in Southeast Asia;

Noting further the gravity of ISIS influence in Southeast Asia, which has been and will be the key recruitment area for ISIS, due to its socio-economic and demographic conditions;

Deeply concerned by the perturbed situation in Asia caused by the nuclear threats posed by North Korea, the ISIS threats, and cybercrimes;

Noting that universal nuclear disarmament is essential to the prevention of nuclear warfare and that it can only be achieved when the APT develops concrete actions;

Expressing our grave concern with North Korea's repeated nuclear tests since 2006 and the repeated missile launches this year;

Recognizing that the instability in the Korean Peninsula seriously impacts the APT region and beyond;

Taking note of the underlying factors that prompt the proliferation of nuclear weapons in the Asia-Pacific region to be complicated power relations;

Alarmed by the fact that advanced persistent threats – financial theft, data theft, reputational damage, and intrusion into the critical information infrastructure – remain one of the biggest threats in the APT region; and

Recognizing how the impact of a cyber attack in one country can spill over to another country in the current inter-connected society.

III. ACTION PLAN TO OVERCOME THE CHALLENGES OF GLOBAL UNCERTAINTY

A. ECONOMIC ISSUES
As the future leaders of ASEAN+3 Region, we:

1. **Strongly urge** the APT Member States to strive to develop mechanisms proposed in the ASEAN Education Ministers Meeting (ASED), which have the following objectives:
   a) better quality and the strategic expansion of educational institutions;
   b) provide free pre-primary, primary, and secondary level education; and
   c) facilitate a better scheme for the mobility of financially-challenged university students within the ASEAN region.

2. **Recommend** the Member States to streamline expected graduate attributes including:
   a) creative and technically proficient graduate;
   b) globally concerned citizen;
   c) responsible decision maker; and
   d) reflective lifelong learner

3. **Strongly suggest** a more comprehensive training program and school-to-work transition for persons with disability (PWD) by:
   a) aligning vocation training programs with employer expectations within each Member State;
   b) establishing strong employer partnerships with vocational educational institutions; and
   c) minimizing frictional and graduate unemployment.

4. **Recommend** a consolidated database of raw material and manufacturing service providers in the APT region for inter-regional and intra-regional transactions;

5. **Call upon** the Member States to create a framework and a set of quality assurance criteria for the processing and distribution of intermediate goods;

6. **Recommend** a more integrated APT network of trade routes, based on the Master Plan on ASEAN Connectivity 2025;

7. **Call upon** the APT Member States to establish a national, inter-corporation labor council which aims to:
   a) encourage the participation of all registered companies, including Micro, Small, and Medium Enterprises (MSMEs), as well as relevant Non-Governmental Organizations (NGO); and
   b) ensure the implementation of fair working conditions as stated in the succeeding clause, and is aligned with the objectives of the ASEAN Labour Minsters Meeting (ALMM).

8. **Encourage** the Member States to evaluate the current working conditions in the country, raise awareness on the issue, and formulate a set of fair working conditions including but not limited to:
   a) working hour;
   b) fair wage;
   c) health benefits;
   d) safety regulations;
   e) equal employment opportunity provisions on:
      i) gender equality; and
      ii) persons with disability

9. **Encourage** the Member States to adopt a digital financial inclusion framework as proposed in the Master Plan on ASEAN Connectivity 2025 by:
   a) streamlining the process of efficient and responsible delivery of financial services;
   b) fostering application and approval policies that puts priority in the financially excluded and underserved population which includes:
      i) microfinancing of MSME; and
      ii) conditional cash transfer for education, health, and maternal needs.

10. **Call upon** the Member States to promote cross-sector collaboration effort with NGOs and/or private institutions, also known as Public-Private Partnerships (PPP), in implementing policies and programs for Member States in the aspects including:
    a) funding and profit structures
    b) long-term physical and digital infrastructure contracts
    c) securing operational efficiency of project management

B. CLIMATE CHANGE

11. **Recommend** the Member States to adopt the framework adopted in ASEAN Action Plan on Joint Response to Climate Changes (2012) regarding:
    a) mitigation of environmental issues;
    b) adaptation to climate change, which includes:
       i) sharing with other Member States knowledge and experience on disaster resilience; and
       ii) developing ASEAN work program to better assess loss and damage, as well as manage and reduce risk

12. **Further recommend** the Member States to take following actions:
    a) collaborate in developing a regional framework which identifies the collective mitigation objectives for all APT countries, helps each member country to prioritize its own development goals in relation to the regional mitigation goals; and
    b) share and collaborate on research efforts, technology, and good practices for renewable resources.

13. **Urge** the Member States to boost their effort in human capacity building through implementing actions including:
    a) conducting assessments to study the current level of environmental knowledge of the citizens and identify key areas and key problems that need to be addressed;
    b) raising the public awareness on environmental issues through:
       i) education;

   ii) simulator models and drills;
  c) training employees of enterprises, especially multinational corporations, with the aim of passing down best practices in the business and to contextualize environmental awareness in the business setting; and
  d) introducing environmental education as part of the school curriculum or extra-curricular activities.

14. **Encourage** all Member States to support the development of environmental innovations among enterprises and individuals by means of grants or other forms of incentives;

15. **Urge** the Member States to review their fund handling practices, and assess the effectiveness of fund allocation, and if any, issues with the existing sources of climate finance, such as the Green Climate Fund, Green Investment Fund, Adaptation Fund, and the East Asia Climate Partnership;

16. **Call on** the relevant bodies to enhance the transparency and accountability of funding dedicated for environmental issues through:
  a) close-tracking and detailed reporting of the funding; and
  b) exploring the possibility of the development of a shared database, which will power real-time tracking, accurate accounting, report-generation and data analysis.

17. **Strongly encourage** the Member States to establish collaborative relations with the NGOs and the private sector in the effort to combat climate change, through ways of:
  a) promoting the concept of Creating Shared Value (CSV) in the private sector;
  b) urging businesses to contribute to other areas, such as energy efficiency, transport, and land use, on top of the renewable energy sector in their commitments to alleviate environmental issues; and
  c) assisting businesses in the implementation of impact evaluation.

C. GLOBAL INSECURITY

18. **Encourage** the Member States to build a systematic multilateral anti-terrorism system in the areas of:
  a) shared database of terrorists and terrorist organizations; and
  b) supervision of the intra-regional borders.

19. **Further encourage** the Member States to carry out meticulous and accurate inspection of travel documents and identification in the borders through the means of:
  a) renovation of relevant technologies for the detection of forgeries, such as:
   i) visualizer of magnetic properties that scan documents with magnetic security features;
   ii) ID reference database.
  b) education and training of border police and customs officials; and
  c) cooperation with the private sector, airlines in particular, and encourage them to subscribe to the International Police Organization (INTERPOL) i-Checklist System.

20. **Call upon** the Member States to institutionalize and enforce a verification process of the holistic education through measures such as but not limited to:
  a) carry out a regular inspection on the curriculum; and
  b) monitor lecturers

21. **Strongly recommend** all Member States to devise legally binding instruments, in compliance with the Financial Action Task Force (FATF), that criminalize terrorist financing;

22. **Urge** the Member States that have signed but not yet ratified the Comprehensive Nuclear-Test-Ban Treaty (CTBT) to ratify it as soon as possible to accelerate the denuclearization process;

23. **Request** all Member States to comply with the responsibilities set forth by the CTBT upon its ratification;

24. **Encourage** the Member States to ratify the Treaty on the Non-Proliferation of Nuclear Weapons (NPT), the specifics of which include:
    a) prohibiting non-nuclear-weapon States (NNWS) from receiving, manufacturing, and acquiring any form of nuclear weapons or other nuclear explosive devices;
    b) protecting the Parties' inalienable right to develop, produce, and use nuclear energy for peaceful purposes; and
    c) supporting the Parties' right to participate in the fullest possible exchange of equipment, materials, and scientific and technological information for the peaceful uses of nuclear energy.

25. **Encourage** the Nuclear-Weapon-State (NWS) to construct and maintain bilateral or multilateral legal arrangements on the following issues:
    a) no-first-use of nuclear weapons; and
    b) reduction of the role of nuclear weapons in the national military and security doctrines by increasing planning for non-nuclear strike options.

26. **Request** the Member States to consider the sector of telecommunication and internet as public infrastructure which entails the control by national authority, and therefore invite the States to institutionalize fixed standards for the following areas:
    a) the operation of website; and
    b) the operation of software and application.

27. **Further request** the Member States to enact and enforce their legal instruments to tackle the transnational nature of cybercrimes in a compliance to:
    a) the conduct and effect theory of criminal law in the event the place where the conduct is launched and the effect is felt differ in jurisdiction; and
    b) collaboration with ASEANAPOL and INTERPOL.

28. **Call upon** the Member States to establish two-track education system specifically targeting general public and professionals respectively, the details of which are as follows:
    a) education for general public:
        i) enhance digital literacy of general public; and
        ii) conduct public seminar and workshops, advertisements and campaigns, regional youth and elderly center for IT education.
    b) education for experts:
        i) foster experts and facilitate the exchange of information amongst the professionals; and
        ii) hold the ASEAN+3 meeting or conference in which experts of cyber security, officials from relevant ministries, NGOs, private actors, and non-state actors take part.

29. **Encourage** the Member States to build cyber capacity through the organizations such as but not limited to:
    a) ASEAN Cyber Capacity Programme (ACCP); and
    b) Cybergreen-ASEAN Program.

IV. CLOSING

The realization of this Joint Statement will be accomplished through enhanced cooperation among the network of the ASEAN+3 students and relevant stakeholders. This Joint Statement will be submitted to the ASEAN+3 Senior Officials Meeting on Youth (SOMY) though the ASEAN Secretariat.

Adopted in Singapore this 25 May 2017

Acknowledged by:

The student participants of the 17th AUN and 6th ASEAN+3 Educational Forum and Young Speakers' Contest