



Mission Report

4th SEAMEO Polytechnic Network Meeting Agreement and Implementation for the 3rd Batch of SEA-TVET Student Internship Exchange

18-19 October 2018

Pangasinan State University, Pangasinan, Philippines

Prepared by

Montita Ounpuk, Special Coordinator

A. SEAMEO Officials and Staff Member on Mission

1. Dr Gatot Hari Priowirjanto, Director
2. Ms Piyapa Su-angkawatin, Project Officer
3. Ms Anti Rismayanti, Programme Officer III
4. Ms Montita Ounpuk, Special Coordinator

B. Background, Description and Objectives of the Activity

1. In response to the Southeast Asian regional directions agreed at the 1st High Officials Meeting on SEA-TVET in Thailand, May 2015 - to promote the internationalisation of TVET institutions, to improve the student mobility, and to leverage the global competitiveness and 21st century skills of TVET students in Southeast Asian countries, the Southeast Asian Ministers of Education Organization (SEAMEO) has spearheaded to develop the SEAMEO Polytechnic Network in April 2016 as a part of SEA-TVET Consortium.
2. The SEAMEO Polytechnic Network aims to enhance internationalisation and partnership of TVET institutions (colleges, polytechnics and university of technologies) in the Southeast Asian region through cross-country student exchange programme and other collaborations.
3. To improve the number of TVET student mobility across the region, the High Officials' Round Table Meeting of the 3rd High Officials Meeting on SEA-TVET, hosted by the Ministry of Education of Malaysia in May 2017 recommended the SEAMEO Secretariat to serve as a "Coordinating Agency" (One Stop Service Unit) to facilitate the implementation process of TVET student exchange through internship programme, starting from organizing a meeting, seeking commitment from

institutions, mapping students, producing guidelines, facilitating interview, evaluation and certification.

Objectives of the Meeting

1. To share and learn the successful practices of student internship exchange from the participating institutions
2. To review and evaluate the implementation of the 2nd batch of SEA-TVET student internship exchange and identify the improvement for the 3rd batch of SEA-TVET student internship exchange to be implemented in 2019.
3. To seek commitments from participating TVET institutions.

C. Participants

The meeting was attended by approximately 110 participants who are international representatives from TVET colleges, polytechnics, universities of technology in Indonesia, Philippines, Malaysia, Timor-Leste, Vietnam and Thailand.

D. Organisers

Pangasinan State University, Pangasinan, Philippines
SEAMEO Secretariat

E. Highlights of the Activity/Summary Points

Day 1 Highlights:

Morning Session

- Dr Paulo Y. Cenas, Office of the President & Vice President for Administration from Pangasinan State University welcomed all participants, followed by the inspirational message from Atty. Lily Freida M. Milla, Director III, Commission on Higher Education (CHED).
- The meeting was opened by Dr Gatot Hari Priowirjanto, Director of SEAMEO Secretariat.
- Dr Sally A Jarin introduced the Participants and Programme of the 2nd Batch of SEA-TVET Student Internship Exchange
- The Overview, results and issues of the 2nd Batch of SEA-TVET Student Internship Exchange was presented by Ms Piyapa Su-angavatin
- The representatives from each country shared their experiences participating in the 2nd Batch of SEA-TVET Student Internship Exchange such as problems and solutions, followed by agreements to address and solve the issues for the 3rd Batch.

Afternoon Session

- The discussion and agreement on the implementing mechanism of the 3rd Batch of SEA-TVET Student Internship Exchange took place after the sharing experiences of the 2nd Batch of SEA-TVET Student Internship Exchange. The SEAMEO Secretariat facilitated the discussion and concluded the agreements in the Letter of Agreement.
- The participants visited to Pangasinan State University.
- The participating institutions agreed and signed the Letter of Agreement for participating in the 3rd Batch of SEA-TVET Student Internship Exchange at the end of the meeting.

Day 2 Highlights:

- The participants visited to Tarlac Agricultural University. Dr Max P. Guillermo warmly welcomed all participants, followed by Dr Christine N. Ferrer briefly introduced Tarlac Agricultural University.
- The letter of agreements for 3 months' internship exchange in hospitality, agriculture and business were agreed and signed by 9 institutions at the end of the visit.

F. Role/Participation of SEAMEO Secretariat

SEAMEO Officials and Staff Member	Details/Roles
Dr Gatot Hari Priowirjanto, Director	<ul style="list-style-type: none">• Delivering a remarks• Moderating the discussion and agreement on the implementing mechanism of the 3rd Batch of SEA-TVET Student Internship Exchange
Ms Piyapa Su-angavatin, Project Officer	<ul style="list-style-type: none">• Overall Programme coordination• Preparing presentations and draft LOA• Coordinating with PSU for meeting venue arrangement• Presenting the Overview, results and issues of the 2nd Batch of SEA-TVET Student Internship Exchange• Moderating the session of the Agreements to Address/Solve the Issues for the 3rd Batch

Ms Anti Rismayanti, Programme Officer III	<ul style="list-style-type: none"> • Moderating the session of the Sharing Experiences from the 2nd Batch Participating Institutions: Problems and Solutions • Moderating the session of the Agreements to Address/Solve the Issues for the 3rd Batch
Ms Montita Ounpuk, Special Coordinator	<ul style="list-style-type: none"> • Collecting profile of participants and contact details • Taking photos of the meeting and participants • Coordinating with participants for hotel booking and airport pick-up • Note taking for the 3 months' internship exchange meeting • Providing certificates to participants • Updating Participants Directory • Coordinating and updating LOA of international participants • Writing a mission report

G. Follow-up Actions Needed

Piyapa

- Uploading all documents, presentations and photos on website.
- Developing “Confirmation Form”, Student Profile Form” and “Guidelines for the 3rd Batch of SEA-TVET Student Internship Exchange and sharing to all participants.
- Summary Report

Montita

- Uploading photos in the shared folder.
- Reorganising photos of participants for directory and website.
- Sharing all presentations, photos, documents to all participants.
- Developing the Participant Directory.
- Coordinating and following up the signatory of participants for the Letter of Agreement.
- Updating Letter of Agreement of the 3rd Batch of SEA-TVET Student Internship Exchange and Participant Directory.
- Writing a mission report.

H. Appendices/Related Meeting Materials and Outputs

- Participant Directory
- Letter of Agreement for the 3rd Batch of SEA-TVET Student Internship Exchange
- Letter of Intent for 3 months' Internship Exchange in Hospitality
- Letter of Intent for 3 months' Internship Exchange in Agriculture and Business

I. Photos



Study Visit at Tarlac Agricultural University

