ATTENDEES

SWYAA Representatives
- Mr. Stephen James Dudley Mendl (SWY Australia)
- Mr. Francisco Javier Villarroel Ordenes (SWYAA Chile)
- Mr. Isoa Kau Waimainajoritani (SWYAA Fiji)
- Ms. Tamae Saito (IYEO/Japan)
- Ms. Marcia Guadalupe Garcia Gonzalez (SWYAA Mexico)
- Mr. Tai Nathan Ahu (New Zealand SWYAA)
- Mr. Luis Fernando Hironaka Yamagusuku (SWYAA Peru)
- Mr. McClinc Apusae (Solomon Islands SWYAA)
- Ms. Lesieli Hu’availiku Niu (SWYAA Tonga)
- Mr. David Eggie Merick (SWYAA Vanuatu)
- Ms. Heydee Mylena Marquez Zabala (SWYAA Venezuela)

Committee Members
- Ms. Hitomi Harimoto
- Ms. Makiko Kojima
- Mr. Yoshu Urano
- Ms. Saori Yasui
- Mr. Shozo Yoshida
- Ms. Mona Kobayashi

Staff
- Ms. Yoriko Ii
- Mr. Taro Yasuhi

Secretariat
- Mr. Jaime Collado, Jr.
- Ms. Yuko Nakazawa

PROCEEDINGS

I. CONFERENCE 1

1. Introduction of Participants and Orientation

The participants were requested a self-introduction. Thereafter, Ms. Tamae Saito explained the schedule of the conference. During the meeting at the Cabinet Office, the representatives shall present their country reports, focusing on their AA’s social contribution activities. The order of
presentation shall be alphabetical, beginning with SWY Australia. Ms. Saito also explained the rationale for preparing for the meeting at the Cabinet Office. The time for the meeting will be limited so it would be prudent to sort out relevant and appropriate questions that will be directed to the Cabinet Office officials. Mr. Hironaka (Peru) volunteered to chair Conference 1.

2. **Preparation for the Meeting at the Cabinet Office**

   Based on the suggestions and discussions, the representatives agreed to convey the following questions to the Cabinet Office during the meeting at the Cabinet Office on 21 June 2010:
   
   - Does the Cabinet Office have any suggestions on how to enhance the SWYAA's relationship with their respective governments? (New Zealand)
   
   - Are there opportunities for the SWYAAAs to request support directly from the Cabinet Office (e.g. endorsement letter), in addition to the assistance that the Cabinet Office already provides (e.g. holding of the Tokyo Conference)? (Fiji)
   
   - Is there a possibility for the Cabinet Office to issue the official invitations for SWY participation at an earlier time to afford the participating countries ample time for coordination, selection and preparation? It may be noted that some countries do not have Japanese embassies, which slows down the flow of official communication. (Vanuatu)
   
   - Are there specific topics or themes for social contribution activities identified by the Cabinet Office, which the SWYAAAs may adopt for their activities? (Venezuela)
   
   - How does the Cabinet Office measure the success/outcome of the SWY program and the AA activities? Can you give us specific examples? (Australia)
   
   - Regarding alcohol consumption in the ship, does the Cabinet Office have any kind of recommendation on how much is acceptable? (Mexico)
   
   - Is the Cabinet Office currently considering any changes in SWY program that the SWYAA should be aware of? (New Zealand)
   
   - How open is the Cabinet Office in accepting recommendations from the SWYAAAs when it comes to improvements in the SWY program? (Peru)
   
   - For countries with multi-ethnic background, should the selection of PYs be based on merit (i.e. those who can contribute to the Program and to society) or based on ethnic representation? (Fiji)
   
   - When there is an incident in the ship committed by a delegation member, what action is expected from the SWYAA besides the normal activities, if any? (Mexico)
   
   - What kind of contribution do you expect from the governments of the participating countries (i.e. in terms of PY selection, support and sponsorship)? (Chile)

II. **CONFERENCE 2**

1. **Country Report**

   The representatives presented to the Cabinet Office a summary of each of their organization’s projects and activities. The projects include completed, ongoing and future projects.
**Australia**
- Hosting of the 3rd SWYAA Global Assembly in Brisbane
- Fundraising
- Planning to coordinate a workshop for indigenous people, organizing dancing and social circus skills, which will have good effect on the indigenous population
- In the future - collection of funds for books and pencils to be sent to schools in either India or South America
- Hosting travelers from all over the world for homestays
- Preparation for the port of call in Brisbane during SWY23

**Chile**
- Participated in the INFOCAP’s “Course for Adult Workers”
- Dancing for Fun Program – a show of Chilean dances for poor children
- Selection of Chilean participants for SWY23
- “As the earth move, we move” – relief assistance to the victims of the earthquake in Chile. SWYAA Chile distributed electrical kits to emergency houses using the funds donated by IYEO

**Fiji**
- Under SWY19, SWYAA Fiji ran the activities to promote Japanese culture through costume, origami, etc.
- Participated in JICA – SWYAA HIV program in North Island
- Collection of donations for the victims of the Cyclone in January
- Collecting donations, bags, books and schools supplies for “Another Child Goes to School Program”
- Helped organized Pacific Youth Festival involving 130 young people from all over Fiji and youths from 25 countries in the pacific.
- Helped prepare the national presentation for the Fiji delegation to the Pacific Youth festival 2009
- Promote culture, lifestyle, and SWY exhibition during sessions at Pacific Youth Festival 2009

**Mexico**
- Back on Board Project - involves Mexican ex-PYs and local youth groups in social contribution activities such as:
  - SWYAA Mexico contributed in the activities of different organizations through donations (Fire Department) and clean-up activities (zoo, museum, etc.)
  - Cleaned the facilities for teachers
  - Cleaned the area for women’s association (Nueva Opciones)
  - Participated in cleaning Alameda Park - remove very old trees
SWY members follow-up of 20 children who are street risk – provided English classes, cultural and educational activities
Sports for Peace: They teach children from elementary school the UN Millennium Development Goals through sports
Reforestation projects in 2007 and 2008

New Zealand
- Environmental conservation and outreach to communities (conserve the beaches, reforest some national parks, involved many Japanese youth who live to New Zealand to study)
- Outreach – assisting the youth from low economic background to think about global issues, and important issues they don’t normally think about next year
- Youth Leadership Competency Program – to enhance their skills, technical assistance etc.

Peru
- Bus for World Youth
  - Donation of musical instrument
  - Donation of material for schools and library
  - Provided warm clothes for winter in low temperature areas
  - Donation of educational materials for schools
- Recognition by the Japanese embassy

Solomon Islands
- Clean up activity at the Japanese War Memorial
- Eastern Honiara Town clean up
- Fundraising for planned participation in SWYAA Global Assembly in Australia
- Relief assistance to flood victims in Guadalcanal – giving clothes to flood victims
- Follow-up visit and assistance for flood victims to see their recovery and other needs
- SWYAA Solomon Islands members serve as tour translators/interpreters for Japanese tourist
- Composition and recording of a SWY song intended for SWY promotion in Solomon Islands
- Selection of SWY23 PYs and NL

Tonga
- Addressing Environmental issues
- Promoting organic farming
- Income-generating projects for SWY
- Participation in UN international youth day (had a booth to promote SWY work)
- Courtesy visit to the Japanese Embassy to enhance relationship
- Preparation of 25th anniversary 2016 since Tonga joined the program in
- Fundraising for the planned 25th anniversary
- Intention to host the SWYAA Global Assembly in 2016.

**Vanuatu**
- Establishment of the alumni association (Ni-VAN SWYAA)
- Organizational meetings
- Assistance to Mr. Sato Futoshi (SWY21 Advisor) for his research trip in Vanuatu

**Venezuela**
- Organized a conference on climate change targeting high school students
- Reforestation project after the big forest fire at the national park “Avila”.
- Participation in various Japanese embassy activities and programs (e.g. Japan Cultural Week, Undokai festival)
- SWY promotional activity
- Hosting of Mr. Rabinder Malik (SWY11/10 Advisor)
- Involved in fundraising to the earthquake victims in Haiti
- Next Year – focus on disabled people and children’s rights

2. **Question and Answer**
Following were the responses given by the Cabinet Office to the questions raised by the SWYAA representatives:

- **Does the Cabinet Office have any suggestions on how to enhance the SWYAA’s relationship with their respective governments? (New Zealand)**

  Firstly, what you can do is to provide cooperation with your government for the selection process for participating youth. You may create a list of recommendations and send this to your respective governments. Secondly, if there is a government staff who is also an ex-PY, you may enlist his/her support. From our side, we normally send some official letters to your government encouraging them to cooperate with SWYAA. (Mr. Kubota)

- **Are there opportunities for the SWYAAs to request support directly from the Cabinet Office (e.g. endorsement letter), in addition to the assistance that the Cabinet Office already provides (e.g. holding of the Tokyo Conference)? (Fiji)**

  Apart from inviting the SWYAA representatives to the Tokyo Conference, what the Cabinet Office can do is to send official letters supporting or endorsing the events that the SWYAA is going to organize. However, the Cabinet Office would have difficulty providing financial support. (Mr. Kubota)
Is there a possibility for the Cabinet Office to issue the official invitations for SWY participation at an earlier time to afford the participating countries ample time for coordination, selection and preparation? It may be noted that some countries do not have Japanese embassies, which slows down the flow of official communication. (Vanuatu)

The beginning of the Japanese Fiscal Year is 1st of April and this is also about the time when the government budgets are approved. As you may know, we cannot make announcement unless the budget has been approved. In view of this, the earliest we can issue the invitation would be early part of April. To give you an idea of our current timetable, the SWY comes back in early March and we complete the assessment the program of that year by the mid-March. We then work on making plans for the new program in March and finalize the new outline in early April. After that we send the guidelines to the Ministry of Foreign Affairs (MOFA) by the end of April, which in turn would send the guidelines to the Japanese embassies in the respective countries. Therefore, it is usually by mid-May that the governments of the respective countries receive the official invitation from the embassies. What we might be able to do is to try to finish the program outline by mid-March so that we could send the official communication to the MOFA by early April. We would also ask the MOFA to send the notice immediately after they receive these from us. (Mr. Kanakubo)

Are there specific topics or themes for social contribution activities identified by the Cabinet Office, which the SWYAA may adopt for their activities? (Venezuela)

For the post-program activities, the Cabinet Office doesn’t have particular recommendation on what the SWYAA should do. However, SWYAA may engage in the post-program activities which are related to the seven themes of the Course Discussions for this year’s program. Looking at your report earlier, you already have a good range of activities covering themes like environment, sports, relief assistance to victims of calamities, etc. We recognize that different countries have different circumstances, and thus, have different needs. The important thing for us is for the SWYAA to involve as many ex-PYs as possible and make them think about themselves and the activities they can do. (Mr. Kubota)

How does the Cabinet Office measure the success/outcome of the SWY program and the SWYAA activities? Can you give us specific examples? (Australia)

The Cabinet Office doesn’t have particular recommendation for alumni activities and doesn’t have criteria for measuring the SWYAA activities. However, we do believe that
some organization aspects are important like continuity and sustainability of the activities. We also hope that the port of call activities be fruitful and meaningful to the participating youth. What the Cabinet Office asks for is for the SWYAAs to involve more ex-PYs and to have activities which decided by yourselves. (Mr. Kubota)

- **Regarding alcohol consumption in the ship, does the Cabinet Office have any kind of recommendation on how much is acceptable? (Mexico)**

  The Cabinet Office doesn’t have specific regulation on this. But what we would like to avoid is to have unpleasant incidents caused by too much drinking like getting sick or committing misconduct. If such things happen, not only the ongoing SWY program may be put in jeopardy but it may also be difficult to implement future programs at the same level. Thus, we would like to request you to understand our position that there should be some limitation on the drinking of alcohol. Also, some of the participants do not drink alcohol due to religious or other reasons so it would only be prudent to show some regard to their cultural sensitivities. (Mr. Kubota)

  In SWY22, the regulation issued by the administration on this matter was not on the amount of intake but rather we set a rule on the areas where the participating youth can drink. Basically, we confined the place to the lounge where the participating youth can drink and eat, and made a rule that there would be no drinking in the open spaces like at the sports deck and promenade deck due to possible accidents. (Mr. Kanakubo)

  As for the number of cases of alcohol that a delegation can bring into the ship, please do note that the loading capacity of the ship is limited and we cannot go beyond the allowed capacity. Unlike in the Nippon Maru, in the Fuji Maru the delegations do not have delegation storage rooms where they can keep their contingent supplies. Each delegation has smaller storage areas and the priority items to be stored there would be cultural or teaching materials. It would be difficult to put too much items in the delegation storage areas. (Ms. Saito)

- **Is the Cabinet Office currently considering any changes in SWY Program that the AA should be aware of? (New Zealand)**

  The Cabinet Office usually alters some parts of the program to accommodate some improvements from the previous year’s program. In general, there have been no major changes lately except for the establishment of the 7 Course Discussion and aligning the port of call activities (i.e. institutional visits) with these discussion topics and the aims of the program. Thus, we would like to request the ex-PYs to coordinate properly with the hosting institutions to ensure meaningful activities for the participating youth. (Mr.
Kanakubo)

The Cabinet Office is trying to keep a high level program amidst the strong pressure of budget cut, and we are proud that we could continue with this program for 23 years. (Mr. Kubota)

- How open is the Cabinet Office in accepting recommendations from the AAs when it comes to improvement of the SWY program? (Peru)

The Cabinet Office tries to be as open as possible in accepting suggestions so that it could come up with fruitful results in deploying the program. If there are possible improvements regarding the onboard activities, we would like to hear those suggestions. Every year, we also utilize the opinions by the advisors and the results of the questionnaire by the participating youth as a reference in organizing and executing the following year’s program. In fact, we are looking forward to your continued feedback and we try to incorporate them as we constantly refine the content of the SWY program. (Mr. Kanakubo)

- For countries with multi-ethnic background, should the selection of PYs be based on merit (i.e. those who can contribute) or based on ethnic representation? (Fiji)

The Cabinet Office believes that the matter is under the discretion and decision of the respective governments of the participating countries. The Cabinet Office could only set the guidelines. It has full confidence in the capacity of the other governments to undertake the selection process and we understand that they have different ways and approaches. We believe that is the best way because the governments know what is best for their unique situations. (Mr. Kubota)

- When there is an incident in the ship committed by a delegation member, what action is expected from the AA besides the normal activities, if any? (Mexico)

If there is an action or situation that you think is inappropriate in the program, we hope that such thing would not happen again. What the SWYAAs can do would be to educate the future PYs of proper behavior and conduct by providing them with useful advice like the Do’s and Don’t during the program. That will be very helpful to us. (Mr. Kubota)

- What kind of contribution do you expect from the governments of the participating countries (i.e. in terms of PY selection, support and sponsorship)? (Chile)
I think the Cabinet Office expect that each of the government make the selection process and support the alumni activities. We expect the government to make some support to port of call activities and various alumni activities. Last week we had the conference of government and semi-government agencies and SWYAAAs and we had discussion on planning the port of all activities in Australia and Fiji. We discussed with them which institutions and schools and villages are part of the activities, and we reminded them that these should be aligned with the aims of the program and the course discussion topics. The SWYAA support is also an integral part of the port of call activities, we look forward to your participation in the port of call activities. (Mr. Kubota)

In the implementation of the port of call activities, the roles that the government play depends on the strength and capability of their counterpart SWYAAAs. If the SWYAA in the country has the organizational strength, the government can take the backseat and allows the alumni association to arrange the institutional visits or village visits. In such case, what the government does is issue endorsement letters and official communications to concerned parties whenever necessary, or arrange the courtesy calls. On the other hand, if the SWYAA is not yet well-established, the government takes the lead in arranging the port of call activities while the SWYAA provides support through manpower. (Ms. Saito)

In the ensuing discussion after the meeting with the Cabinet Office officials, the representatives clarified that what the Cabinet Office wants the SWYAA to do when there are untoward incidents in the ship would be to help prevent future incidents rather than take punitive actions. The SWYAA should make clear to the PYs that such action may not only jeopardize their individual participation but future programs as well.

On the question about alcohol consumption, the representatives were requested to also kindly take note of legal issues. For example in Japan, the legal age for a person to be able to drink alcohol begins at 20 and not 18, and some of the Japanese participants are under 20.

III. Conference 3

Agenda 1: Cooperation of SWYAA to the SWY Program

Mr. Stephen James Dudley Mendl (Australia) chaired the discussion of the agenda, which aimed to provide some useful information and insights in the holding of port of call activities. The discussion shall be useful for all SWYAAAs in general, and to Australia, Fiji, Solomon Islands and Vanuatu in particular, as they will organize the port of call activities and optional activities for SWY23. The highlights of the discussions are as follows:
1. **Port of Call Activities**

Ms. Tamae Saito explained some examples of general responsibilities that the SWYAA can undertake during the port of call depending on its capability. Basically, the SWYAA can either be the lead implementer of the port of call activities if it is well-organized, or provide human resources assistance to the government if it doesn’t have the organizational strength yet at the time of port of call. The SWYAAAs who have hosted the port of call activities in the past were requested to share their experiences and provide useful pointers. The insights and experiences shared were as follows:

- In New Zealand, the success of the port of call activities in SWY21 depended on the clear communication between the New Zealand government and New Zealand SWYAA. This was made possible by having the parties enter into a memorandum of agreement. Even though the New Zealand government engaged the services of another organization to implement the port of call activities, the New Zealand SWYAA provided valuable inputs in the overall planning and organization of activities. Also, the alumni in New Zealand organized a barbecue party in a public space which allowed a spontaneous and dynamic interaction between the participating youth and the public, at the same time promoting the SWY program to the people. The ex-PYs also organized a city walking tour during the free time.

- During the port of call in UAE, SWYAA Oman organized an ex-PY gathering to take advantage of the activities in the UAE. They had their own arrangements and even if they could not join the actual activities, it afforded the PYs and ex-PYs a chance to meet and the promotion of post-program activities. Through this initiative, they could spend a one evening together while visiting the desert safari.

- In Tonga, the port of call activities were totally entrusted to SWYAA Tonga by the Tongan government. The ex-PYs, being more familiar with the program, created a plan and submitted this to the Tongan government for endorsement.

- In Sydney, Australia in 2005, SWY Australia played a key role from the selection of participants to the planning and running of the port of call activities. This ideal working relationship with the Australian Government, however, was interrupted with the changing of government in 2007. Currently, SWY Australia is in the process of rebuilding such relationship with the government. For the preparation of the SWY23 port of call activities in Brisbane, the alumni has tapped its contact with the Queensland government and through these efforts, it was given real say in the whole process from evaluating applications to planning of the activities. In the selection of PYs, SWY Australia is planning to incorporate at least a phone interview, on top of the written applications.

- Tonga suggested that perhaps it is important not to change the officers in charge while the preparation of port of call activities is underway because this disrupts continuity and also the close working relationships. This situation may have contributed to the hiccups in the planning and implementation of the port of call activities in Tonga.
For the brief refueling stops in Solomon Islands and Vanuatu (one day each), the respective SWYAA may follow the example done by a Japanese participant during a refueling stop in Okinawa (SWY22), where an open concert was organized, which gave the PYs a chance to interact with the public in Okinawa. The representatives agreed to prepare optional activities for the PYs. SWYAA Vanuatu and Solomon shall inform and involve their respective delegations about their plans to consolidate all their efforts. It was further suggested that aside from preparing relevant activities for the PYs, they may also be afforded some assistance in getting access to Internet or communication facilities.

In the port of call in Brisbane, the sports activity with ex-PYs gave a valuable opportunity for the PYs to have a fun free time while interacting with local people.

The SWYAA may also help their delegations in preparing of the PY orientation onboard the ship before arrival in the port of call so they have enough understanding and appreciation of what they are doing.

In the Ship for Southeast Asian Youth Program (SSEAYP), the focus of port of call activities is to provide the PY some opportunities to experience social contribution activities, while having interactions with local people, not just fun activities. This may be emulated in the preparation of port of call activities in SWY.

In the previous port of call activities in Fiji, SWYAA Fiji was still in its infancy; hence, the government took the lead role in all of the preparations. At any rate, to come up with a successful port of call activities, it is important that every stakeholder gets involved and on the same page.

In Singapore during SSEAYP, the ex-PYs who prepared the activities gave orientation in the bus and getting light feedback while on the way to the ship. They also provided reflection sheet.

The representatives were also asked to share their most impressive or memorable experiences in the port of call activities during their respective SWY participations. It was noted that generally, the impressive and memorable activities were those that afforded the participants with opportunities to:

- Have dynamic interaction with local people (e.g. sports games, school visits, visits to social welfare institutions, visits to village, discussion with local youth etc.);
- Learn and experience local culture (e.g. wearing local costumes, cooking and eating local food, visiting tribal/aboriginal communities, homestay, participating or witnessing cultural ceremonies; etc.);
- See and reflect on the realities of life in other places and inspire the participants to make contributions to the society after the program;
- Show to the local people their own countries and cultures;
- Learn something new that can be replicated at home (e.g. education systems, etc.);
- Realize the objectives and purposes of the SWY program, as well as their personal objectives;
Introduce the SWY program to the local people;
Reflect on their own cultures;
Enjoy the beauty and uniqueness of the country; and,
Feel welcome or at home.

The representatives also highlighted the importance of providing the participants with ample information and explanation of the activities and places to visit so they can participate fully and they know what is expected from them.

2. **Selection of PYs, Ex-PY NLs and Advisors**

The representatives discussed the critical roles of the SWYAA in the selection of PYs, ex-PY NL, and advisors. The salient points of the discussions are as follows:

**PY Selection**

- While the situation is unique in every country, it was deemed important that the SWYAA be given active participation in the selection of participants because they can provide relevant input to the government.
- In countries where the alumni has not yet been given a role in the selection process, the SWYAA may help in providing pre-departure trainings, educating the participants of the objectives of the program, teaching appropriate behavior as representatives of their countries or giving practical advice.
- As an example of a selection process where the SWYAA plays active roles, the IYEO explained the selection process in Japan and the involvements of the IYEO in it. The IYEO sits in the panel for the final selection stage and gives recommendation to the Cabinet Office. In so doing, the IYEO gives high importance to the applicants’ understanding of the SWY program and IYEO/SWYAA, and their commitments in participating or implementing post-program activities.
- Instead of waiting for an invitation from the governments, the SWYAA may take initiatives like creating a selection process or guideline and submit this to the government in the form of a proposal.
- The SWYAA may help promote the SWY program to the public because when there are more applicants, better participants could be expected.
- The National Leader may also be given a hand in the selection of participants because he/she will become the head of delegation, thus, it’s just practical that she/he has some involvement in the process.
- In certain cases, the Japanese embassies take the lead role in selecting participants, in close coordination with the SWYAA and the government.
- The SWYAA may create a standard selection guideline, which can then be provided to the government for their consideration or use. The guideline shall contain features that are ideal and process which may be adopted. The guideline shall also allow some flexibility.
in its implementation considering the different nuances in each country. Once created, this can be submitted to the government as a kind of suggestion or input from the SWYAA in support of the government’s efforts.

- A group shall be formed to initiate the creation of a SWY participant’s selection guideline.

**Ex-PY NL**

- The selection of National Delegation Leaders (NL) is unique in every country and it is based on the policies and governmental systems in each country. In certain countries (e.g. Vanuatu and Venezuela), the NLs are appointed by government. In other countries, the NLs were selected and nominated by the SWYAA from among its members.

- There are both advantages and disadvantages in having ex-PYs as National Delegation Leaders. On one hand, the function of the NL includes giving appropriate guidance and advice to the delegation and talking with the PYs, thus, someone who has had previous experience of the program may be more suitable for the job. For some who join the program for the first time, being an NL becomes a stressful experience. On the other hand, having an ex-PY NL may also have some pitfalls. From past experiences, some ex-PY NLs tend to compare their PY experiences with the current program and this sometimes gives wrong signals to the PYs. They also tend to be more argumentative with the Ship Administration when it comes to the implementation of new rules and regulations inside the ship. Also, having non-ex-PY NL means another person getting the benefit of SWY experience.

- In countries where the NLs are nominated by the alumni, it is the alumni’s responsibility to select the appropriate candidate, and to properly orient them of their functions, appropriate behavior, what is expected from them, etc.

- In terms of age, majority of the representatives are in agreement to the age prescribed by the Cabinet Office (30 and above). Having a bit of a gap with the average age of the PYs could afford the NLs an easier time to establish a sort of respectful stature, which is vital in the NL role. Moreover, setting a higher age is also based on the presumption that older people are more mature.

- The NL may be selected and confirmed ahead of the PYs and may be given a role in PY selection.

- Having a NL appointed by the government may also have its advantages, particularly in ensuring close relationship among the SWYAA, the government and the Japanese government.

- Building or maintaining a good relationship with the government is vital to the activities of the SWYAA. Thus, it would be more prudent for the SWYAA to exercise respect and humility and to avoid overpowering the government. The SWYAA can make suggestions, but it’s the government’s discretion whether to accept such suggestions.

- In Japan, the NLs are always ex-PYs and over 30 years of age. This is because of Japan’s unique situation of having more than 140 participants. Nonetheless, the
candidate’s personality and maturity are the first and foremost considerations.

- As a general consensus, the representatives agree that the NL should be preferably ex-PY, subject to special cases where PYs have to step up to take the role of an NL role. For the concerns raised, these may be mitigated through proper orientation and training by the SWYAA.

**Ex-PY Advisors**

- The selection of ex-PY advisors started since SWY14 as a concession by the Cabinet Office to the request that ex-PYs be given some opportunities to give something back to the SWY program. The SWYAA role is to invite interested ex-PYs, collect their curriculum vitae (CV), conduct preliminary screening, and then send the information of shortlisted candidates to the IYEO. The IYEO then makes its recommendation to the Cabinet Office for approval. It is expected from the SWYAA to conduct a good preliminary screening based on the candidate’s personality, experience in post-program activities, and ability to facilitate a lively discussion. It may be noted that Advisors are also role models for the PYs, and that they should also be able to conduct the discussion based on their experiences.

- SWYAAs may nominate qualified non-Ex-PY candidates, however, considering the aforementioned background for this rare opportunity, it would be more appropriate to nominate from the roster of ex-PYs, if there are good candidates. In case the SWYAA nominates a non-ex-PY, the SWYAA must take responsibility for the recommendation of the person.

- In the past, some ex-PY Advisors may have forgotten their roles in the program and it created negative impressions on ex-PYs. The PYs look at them as their future so any misconduct would create severe implications. To avoid such incident to be repeated in the future, the SWYAA should take responsibility on this matter.

**IV. CONFERENCE 4**

**AGENDA 2: SWYAA Global Assembly**

The representatives discussed the holding of the SWYAA Global Assembly (formerly known as International Reunion) for the purpose of learning more about the program and to come up with useful suggestions for future hosting. Chaired by Ms. Lesieli Hu’availiku Niu, the discussion highlights are as follows:

1. **Report on SWYAA GA 2009 in Australia**

   - As shared by Mr. Steve Mendl (SWY Australia), the SWYAA Global Assembly in Australia was held in Brisbane. One of the reasons for holding it in Brisbane was because the city has the most number of SWY Australia members. The aim of the program was to foster the SWY spirit and the activities included SWYAA alumni activities conference, institutional visit and interaction with local people (e.g. Albert Park Flexi-School), fundraising dinner,
and fun/relaxing activities (e.g. visit to Australia Zoo, Barefoot Bowling, visit to Botanical Garden and city tour). The event was attended by 20 SWY members from all over the world, while the Fund Raising Dinner was attended by 45 people from SWYAA and Brisbane Community. The venue of conference and accommodation of participants was in a newly built youth hostel in Brisbane, made the implementation of activities and costs more manageable for SWY Australia. Despite some difficulties, the Global Assembly can be considered a success.

- In planning the program and in selecting the activities, SWY Australia kept in mind the purpose of the assembly and at the same time the intention to offer good experience to the participants.

- In retrospect, more time could have been allocated for the conference on alumni activities as this was very informative and educational. A mechanics to share these activities to other people may have also been undertaken.

- From the point of view of a participant, the Global Assembly in Brisbane was very good because it had a good balance of informative, experiential and fun activities. The itinerary and individual activities were also properly explained to the participants, which allowed them to participate well and enjoy the activities. Meanwhile, the visit to the Queensland volunteer association may have been more meaningful if the participants had the chance to witness actual volunteer word and even joined some of their activities.

- As for the costs, SWYAA received some sponsorship and a little assistance from outside source, but the primary funding came from the participation fee. The cost of participation may have been a bit high, but feedbacks from participants suggest that it was a good value for their money. From the experience, it was noted that hosting the Global Assembly is more of a social contribution activity more than a profit-making endeavor.

- For future GA hosts, it may be important to start early and use existing networks and contacts in sharing information, getting participation as well as sponsorships/funding.

- It was explained that the host SWYAA should also help in facilitating visa requirements for interested participants. SWY Australia and IYEO experienced some difficulty in coordinating for the entry visa into Australia and Japan and this may have hampered the participation of more members.

2. **SWYAA GA 2010 in Egypt**

- Ms. Tamae Saito outlined the GA program in Egypt. The program shall include 5 days and 4 nights in Egypt. It will be fully funded (accommodation, food and local transportation during the assembly) by the Egyptian Government (i.e. the National Council of Youth), but SWYAA Egypt is requesting nominal contribution of US$200 from each participant. The donations shall be used to cover preparation expenses and social contribution activities. Interested participants have to shoulder the cost of airfare and the cost of optional tour (about US$400) after the assembly. Only SWYAA members can be accommodated in the assembly, however, family members may join the optional tour at their own expense.
Participation is open for 250 members.

- The deadline of application/registration shall be July 31, while the deadline for the remittance of contributions shall be August 15. The bank information shall be provided by SWYAA Egypt in the coming few days. SWYAA Egypt requested the SWYAA's to ensure that members intending to participate to be more or less firm in their decisions as withdrawals or cancellations are additional burden to the SWYAA.

- The SWYAA members should be responsible in checking out relevant entry visa requirements into Egypt, while the National Council of Youth of Egypt can provide assistance in the form of invitation letters to the individual participants.

- The representatives request that relevant information on the GA in Egypt including contact person in SWYA Egypt shall be posted in the SWYAA website.

3. **2011 Global Assembly**

- Ms. Tamae Saito explained the general background of the SWYAA Global Assembly (GA). She explained the purpose of the event, the main theme, procedure in the selection of host country or venue, participation fees, general itinerary, guideline on activities, etc. The event is hosted by the SWYAA and the IYEO, and co-hosted and coordinated by the SWYAA of the hosting country. The selection of host country also follows the alternate sequence of SWY program (i.e. East-Bound and West-Bound routes). This year, the host country is Egypt, which belongs to the West-Bound Route, and next year (2011) shall be a country from the East-Bound Route, in which the countries of conference representatives belong to.

- To give clear guidance to the representatives, Ms. Saito explained the detailed procedure for the application and selection of a host country. Generally, the initiative comes from the interested alumni association and official intentions are evaluated and decided upon by the IYEO after consultation with the Cabinet Office. In the organization of the event, the IYEO provides guidance and assistance, depending on the capability of the chosen or designated alumni. The collection of participating fees shall be the responsibility of the host country, while the collection of participation fees of IYEO members shall be done by the IYEO. The IYEO also provides the host country with $1,000 to cover some of the costs of preparation.

- Ms. Saito also provided the representatives of the timetable of application and confirmation of the host country for GA 2011, 2012 and 2013, as follows:

<table>
<thead>
<tr>
<th>Action to be Taken</th>
<th>Program (GA)</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>5th GA</td>
<td>6th GA</td>
<td>7th GA</td>
<td></td>
</tr>
<tr>
<td>IYEO Consults with Cabinet Office</td>
<td>August 2010</td>
<td>April-May 2011</td>
<td>April-May 2012</td>
<td></td>
</tr>
<tr>
<td>Decision made by IYEO</td>
<td>End August 2010</td>
<td>May 2011</td>
<td>May 2012</td>
<td></td>
</tr>
<tr>
<td>Announcement on SWY News</td>
<td>September 2010</td>
<td>September 2011</td>
<td>September 2012</td>
<td></td>
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</tbody>
</table>
In terms of participation, it was noted that the program is meant to foster SWY spirit, hence it is meant for SWYAA members only (Note: IYEO members who are non-SWY ex-participants may attend the program). The non-Japanese participants of other exchange programs by the Cabinet Office (e.g. SSEAYP) may be allowed to participate; however, this is subject to the decision of the SWYAA and IYEO, and depending on the capacity of the host country.

Participation fee shall be borne by individual participants (the case in Egypt is unique). It is normally in the range of US$300-350 inclusive of accommodation and meals for four nights, conference kits, and transportation during GA activities, etc. To minimize costs, the host alumni association may seek sponsorships or support from government. It was noted that the host alumni association should involve as many ex-PY as possible, but they shouldn’t be obliged to shell out their personal funds.

In preparing activities for the GA, the IYEO shall be in close contact with the host AA to make sure the activities are in line with the objectives of the GA.

In terms of scheduling, it was requested that is it in line with the Japanese Fiscal Year, which starts in April.

For 2011 GA, SWYAA Mexico and SWYAA Fiji have declared their intentions of hosting the 2011 GA, although no official letter has been made by SWYAA Fiji to this effect till to date. It was noted that the Letter of Interest from interested alumni shall be accepted until 26 July, 2010, and the IYEO decision may be announced by the end of August.

4. Ideas for future Global Assembly

The representatives were requested to share their ideas or suggestions for the preparation and holding of future GA, in addition to those that have previously been discussed. Following were some of the suggestions raised:

- The time allocation for the presentation and discussion of SWYAA activities (Conference for Post-Program Activities) may be extended, and the contents of presentations may focus on what is relevant and interesting to the audience.
- The participants may be given more opportunities to observe or participate in actual activities and there should be more interactions during the institutional visits.
- Templates and results of survey questionnaires may be shared to future hosts of GAs.
- Add-ons like optional trips would be good.
- Considering the presence of active ex-PYs, having a 1-year preparation time would be ideal.
- To increase the number of attendees, communication and networking would be very important. Long lead-time may also help so the ex-PYs could include the GA in their calendar of activities ahead of time.
- Host SWYAAAs shall also find ways to help participants secure entry visas or bring down the costs of entry visas.
- Host SWYAAAs should encourage their own members to participate because it’s a good
chance to learn about other countries in the SWY community.

- The accommodation for all the attendees should be in one building. Holding the GA in youth hostels may be acceptable, with due consideration of the privacy and cultural sensitivities of individual participants.

V. CONFERENCE 7

AGENDA 4: SWYAA Creed

As suggested by Ms. Tamae Saito and approved by all the representatives, the discussions on the matter was made ahead of another matter in the Conference Agenda. Mr. Isoa Kau Waimainajoritani (SWYAA Fiji) was nominated to chair the discussion, the highlights of which are as follows:

- The proposal for the adoption of SWYAA creed was supported by the previous Ex-PY Conference in March 2010. The creed is meant to be recited by members in all official functions and ceremonies of the SWYAA. As contained in the concept paper prepared by the proponent, the creed shall contain the mission and objectives of SWYAA, highlights the key purposes of the SWYAA, have no biases for any political agenda, religion, caste, nationality and written in English, among other parameters. The development of the SWYAA creed shall be in the form of a contest to be participated in by all SWYAA members. All entries shall be submitted to the IYEO for final selection.

- The adoption of a creed was envisioned to enforce the members’ commitments to the ideas and objectives of SWYAA by explicit recitation during official activities, foster unity among members from all over the world, and establish a feeling of identity, among others.

- Arguments in favor of the proposal are: (1) it shows passion for the program, like an anthem; (2) it could help in fostering unity and SWYAA common identity; (3) it’s a show of commitment; (4) may help other people understand the SWY program.

- Reservations on the proposal are due to the following reasons: (1) It may not be necessary, member’s action and participation in the alumni activities are enough; (2) The word “creed” might come with a militaristic image; 3) Commitments and passion for the program are already contained in various expressions like mission, vision, etc.; (4) May limits flexibility among the batches who would like to adopt their own mottos.

- In view of the opposing opinions on the proposal, the representatives to put the matter into voting.

  In favor of Adoption of SWYAA Creed (2)
  Against the Adoption of SWYAA Creed (7)
  Abstention (2)

- It was noted that the votes against the proposal is reflective of the representative’s disagreement on the proposal as it stands. However, if the proposal would be developed in the future, members would be open to further discussions.

- On the suggestion whether the proposal can be taken into country level, the decision will be left to each individual SWYAA.
VI. CONFERENCE 5

AGENDA 3: SWY Social Contribution Activities

Mr. Tai Nathan Ahu (New Zealand SWYAA) was nominated to chair the discussion of the agenda. The representatives were requested to review the list of SWYAA common projects identified in the previous conferences and to determine which projects have been implemented or otherwise, with the end-purpose of finding ways to realizing, continuing or enhancing them.

1. Past Ex-PY Conference Results

Ms. Tamae Saito informed that in previous SWYAA conferences all alumni associations have committed to undertake these projects in their own countries, however in reality, not all the projects have been implemented. In this Conference, instead of coming up with another new list of projects, it may be more relevant to review these projects, look at the status of implementation in each country, identify issues and problems and find ways to realize them. Each representative was then asked to point out which of the projects have been or are being implemented by their alumni association and which were not undertaken. The attached Annex A shows the list of the projects proposed in the past conferences.

As a result of the review and discussions, the representatives identified six (6) activities which shall be the focus of the succeeding discussions with the purpose of finding ways to either promote, revise, expand or enhance the projects. The conference participants were divided into smaller groups, each with the task to come up with a project brief, concept papers or action plan (templates) for the realization of these activities. The six activities with the corresponding persons-in-charge people are as follows:

a) Educational Material for Cross-Cultural Understanding (Lesieli, Heydee, Marcia and Sayoko)

b) Homestay + One (Tai, Hiroshi, Francisco, Taro and Shozo)

c) SWY 25th Anniversary (Tamae, David, Hitomi, and Yoriko)

d) Testimonials and Profiles (Steve, Macco, Isoa, Mccline, Saori and Yoshu)

e) Fundraising Tips (Francisco, Steve, Tai, Hiroshi)

f) Proposed Guidelines for PY/NL Selection (Marcia and Francisco)

As input for the preparation of action plans, concept papers or project briefs, the following insights, suggestions, and relevant inputs were raised:
For Testimonials/Profiles

- To replace the “Thank You Book” project, the compiled testimonials of ex-PYs and profiles of highly successful ex-PYs (e.g. high-level government officials, executives of big companies, university professors and people who have contributed so much to the society) shall be presented to the Cabinet Office. The Cabinet Office may use the material as a concrete proof of the relevance and value of the SWY program in its effort to seek continuity. It was noted that in recent years there has been some efforts to reduce the budget for international youth exchange, which, if carried out, would significantly affect the SWY program. The profile would be used to show the stakeholders that the program plays a big role in developing future leaders in the world, and that it contributes to the society and world peace.

- The testimonials may focus on the transformation that the PYs experienced or gained during the program, how they were before the program and how they are at the moment.

- As a future expansion of the program, a video version may be done in the future as this would have a bigger impact, especially nowadays that more people watch videos than read.

- The gathering of testimonials may start with the conference participants, and can be done on a yearly or regular basis.

- The profile of highly successful ex-PYs may also include their own testimonials of how the SWY program has contributed to their successes.

- Retired or former government officials may also be included.

- Steve and Makiko shall take the lead for this project. An invitation plus the concept paper shall be sent to SWYAAAs after the conference.

For Fundraising Tips

- In Tonga, the alumni association is growing organic cassava which, when harvested, shall be sold to the public as fundraising for SWYAA activities in addition to the annual membership fee collection.

- Having a small sustainable cash flow to start the activities would be useful, before venturing into bigger undertakings. For a start, maybe the priority should be on raising funds and accumulating resources. In identifying priorities, the SWYAA may apply the Urgency Grid.

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<thead>
<tr>
<th>Urgency Grid</th>
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<tbody>
<tr>
<td>Impact</td>
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<tr>
<td>High</td>
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<tr>
<td>Medium</td>
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<tr>
<td>Low</td>
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</tbody>
</table>

20
Marketing and promoting the SWYAA and its programs to other organizations may be very useful. Building linkages with other organizations may provide opportunities to get resources or limit the cost.

There should be delineation of tasks within the organization. In New Zealand, ex-PYs who have connections to possible sources of funds were tapped to be in charge of fundraising endeavors. Also, it is important to sustain the relationships and the networks, especially the good ones, once these have been built.

In Japan, the IYEO members are selling SWY t-shirts and SWY bag to raise fund for the SWY forest project. The design was made by an ex-PY who is a professional designer and another ex-PY offered to produce the t-shirts and bags at low price. It would be good to utilize the connections we have with PYs.

VII. CONFERENCE 6
AGENDA 3: Continuation of Discussion on Social Contribution Activities

Methods to Realize the Projects

After the focus group discussions, the proposed templates or action plans for the six (6) identified projects were presented:

SWY Silver Jubilee (SWY 25th Anniversary)
Theme: “Celebrating 25 Years of Friendship, Diversity and Social Involvement”

➢ The SWY 25th Anniversary shall be officially called “SWY Silver Jubilee”
➢ The objectives of the event are:
  1. To reconnect the ex-PYs;
  2. To promote the SWY program to gain recognition from the community;
  3. To enhance social interaction of ex-PYs so they could contribute in achieving the missions of the SWYAA (i.e. world peace, youth leadership development, etc.)
➢ The commemorative activities shall be:
  - January 18 – International SWY Day;
  - January to March – SWY 25 port of call;
  - Global Assembly (TBA)
➢ Venue/host SWYAA – to be announced, from the East Route.
➢ Application for hosting GA shall be until December 15, 2011.
➢ Related projects may be logo contest, activities that are in line with theme and objectives; SWY Yearbook – compilation of profiles of former participants.
➢ Persons-In-charge: Ms. Tamae Saito (IYEO), Mr. David Eggie Merick (SWYAA Vanuatu), Yoriko and Hitomi Harimoto
Educational Material for Cross-cultural Understanding

- The objective is to launch by January 18, 2011 a DVD containing basic information about different countries in the world (e.g. food, games, famous landmark, maps, etc.)
- The target group shall be elementary school students, between the age of 6 – 12.
- The areas to be covered shall be the countries with active SWYAAAs (about 45)
- Timeline: Ms. Heydee Marquez shall create the template by end of July 2010, the design shall be finalized by end of August 2010; the project information will be sent to SWYAA by end of September, and it would be done by region; All information will be collected by mid-October 2010; All information will be sent to Ms. Heydee Marquez by end of October; the DVD’s will be distributed to all SWYAA by January 11, 2011.
- The content shall also be uploaded to the SWY website.
- Funding requirements may be covered by individual contributions/donations.
- The information shall be made free for all, but SWYAAAs may use it to raise funds.

Homestay + One

- It is a very good project but needs some improvement and promotion. A concept paper and promotional material shall be prepared and to be disseminated to all SWYAAAs. SWYAAAs are enjoined to tell their members about the project.
- Improvements in the project included proper identification of the terms of the homestay.
- Using the SWYAA network, the flow of activities shall be:
  - SWYAA coordinates with different organizations to offer volunteers for their activities;
  - SWYAA of the visiting ex-PY will inform the counterpart SWYAA in the country of destination;
  - The receiving SWYAA will offer the visiting ex-PYs opportunities to do volunteer work while they are in that country;
  - The receiving SWYAA will coordinate with its affiliate local organization about the presence of a volunteer youth;
  - The receiving SWYAA will issue certification to the visitor as proof for her participation.
- There shall be documentation of every activity to be posted in the SWYAA website.
- Logistics/promotion: the pertinent information shall be contained in the website. The names of the affiliate organizations for each AA may also be included in the website information;
- A certification by the SWYAA could make the ex-PYs feel the advantage of joining this project.
- The creation of links in the websites shall be coordinated with the SWYAA Web Administrator.
- Mr. Tai Nathan Ahu shall prepare the concept paper and action plan for the project and disseminate the same to the other alumni associations.
- Mr. Taro Yasuhi shall coordinate for the posting of information to the website.
Timelines and names of responsible people may be included in the concept paper.

**Fundraising Tips**

- The project is mainly an information sharing activity. The objective is to create a 1-2 page guide for fundraising, which will be given to PYs after the SWY program.
- The content may include an explanation and example of Urgency Grid, information on building relationships/networks and marketing and promotion of SWYAA.
- The document may also include a list of fundraising projects to generate cash flows.
- The document shall be drafted by Mr. Tai Nathan Ahu and Mr. Luis Fernando Hironaka Yamagusuku.

**Profile of Highly Successful Ex-PYs**

- The objective is to show that the SWY program has impacted the society at a high level; to find and document ex-PYs who have made significant contributions to the society or who have become high profile people as a way to help the Cabinet Office justify the continuity of the SWY and to show impact of the SWY program to the individuals and to society as a whole.
- Approval shall be based on:
  - Benefits, influences, ripple effect
  - Guidelines as starting points – at least one profile per country that has SWYAA
  - High profile politicians, celebrities, corporate figures, NGOs – significant positions in bigger organizations
- Following up with the individuals shall be the responsibility of the respective SWYAA.
- The profile may include a short biography, a brief statement about the impact of SWY impact in their lives and a photo.
- Timeline: the concept paper shall be completed and sent to the SWYAA by July 7, and reply from the alumni association shall be July 31, 2010. The SWYAA Presidents or Vice Presidents for communications shall be contacted for this project.
- A video version of the testimonials may be considered future expansion of the project.
- The point persons for the project shall be Mr. Steve Mendl, Ms. Makiko Kojima, Ms. Saori Yasui, Mr. McCline Apusae, and Mr. Isoa Kau Waimainajoritani

**Ex-PYs Testimonials**

- The testimonials shall be brief statements (5-6 lines) about the ex-PYs’ SWY experience. The objectives are to illustrate the impact of SWY on the individual ex-PYs and to help promote the SWY.
- It shall be uploaded in the SWY website, with the photo of the ex-PY. The focus shall be on the value of the SWY program on the individuals.
- The deadline of first submission shall be July 31, and sets of testimonials may then be uploaded every year.
Procedure: the collection of testimonials shall be made by individual SWYAAAs, then these will be compiled by Mr. Steve Mendle, and then afterwards to the IYEO for its appropriate action.

A concept paper shall be created, which may include the purpose, guidelines, key questions (whenever necessary) and good example

For the first batch of testimonials, the conference representatives were requested to make their own testimonials and submit these on June 24. Some of them may be used as exampled in the concept paper to be done by Mr. Steve Mendl.

Mr. Mendel shall conduct quality check before submitting the testimonials to the IYEO. The individuals who submitted their testimonials may be encouraged to improve their own writings though feedback system.

Proposed Guidelines on the Selection of PYs/NLs

The objectives of the project are to provide guidelines to support the governments in choosing a selection process for the PYs, in case they do not have a structured selection process or in case they need any ideas on what selection process they can use; and to contribute to select the best participants in each country.

The document is only intended to serve as a suggested guide for the selection process in the individual countries, however the final decision on which process will be followed will be up to the government.

It is strongly recommended to have a joint cooperation between the Japanese Embassy, Government and SWYAAAs, in order to make a fair selection of the participants oriented to the main goals of the program.

The content of the guidelines shall include both PY selection and NL selection. It shall reflect relevant suggestions, opinions and agreements from this Conference.

The circulation of the final version of the proposed guideline to all SWYAAAs and to the respective governments may be done after IYEO’s consultation with the Cabinet Office. Should it be finalized and approved, it may be used for future SWY programs but not the forthcoming SWY23 because the official invitation to the government has already been sent by the Cabinet Office. Whether it will be sent to the governments as part of the original invitation shall depend on the decision of the Cabinet Office.

The initial draft has already been completed (please see attachment Annex B).

AGENDA 5: Networking

Chaired by Ms. Marcia Garcia (SWYAA Mexico), the participants shared and discussed ways for the SWYAAAs to connect to their members for effective implementation of activities

1. Domestic Networking

The SWYAAAs mostly rely on the internet (mailing list, website, Facebook, Twitter, personal email exchanges, etc.) and telephone (land-based and mobile phones) in
communicating with the individual members about SWYAA activities and information. The internet is especially useful in reaching out to ex-PYs based in other countries and far areas.

- For smaller island countries (Tonga, Vanuatu, Fiji and Solomon Islands), face to face meetings can be easily organized due to close proximity among the members.
- In big cities where there are more concentration of ex-PYs, formal and informal gatherings are also organized on a more or less regular basis (e.g. New Zealand, Australia, etc.). For formal gatherings, some SWYAAAs hold annual general assemblies or meetings. It was noted that the assemblies don’t only provide venue to reunite the members, but also to expand human resources networks.
- Some SWYAAAs utilize TV and radio announcements for their activities.
- Existing mailing lists are also utilized in providing information to members.
- In Japan where there are about 15,000 IYEO members, organization structures for meetings, decision making and membership gathering are well-established. The IYEO has national, regional and prefectural bodies governing the membership and through various meetings and assemblies at different levels, the members have several opportunities to meet together. In disseminating relevant information and news, IYEO also have semi-annual newsletter, on top of the post-program activity news circulated by the Cabinet Office.
- In Fiji, the alumni association usually touch-base with the National Leaders from the government as they have updated database of their participants. The hosting of port of call activities also provide venue for reunion, interaction and transfer of information.
- Batch coordinators/representatives also play important roles in the movement of information in the association.
- It was noted that first generation ex-PYs are the least active members, thus, it is a challenge for SWYAAAs to reconnect with them.
- To strengthen the alumni network, the following were suggested:
  - Involve the older members in all activities so they won’t feel discriminated.
  - Create good activities to encourage their participation.
  - Mix up the officials of the association to include both old ones and young ones.
  - Encourage ex-PYs abroad to touch base with or participate in the activities of the SWYAA in the countries where they are living.
  - Organize activities that allow participation of parents and children.
  - Give a call to the senior members if there are important activities.
  - Take advantage of SWY port of call activities as the enthusiasm of ex-PYs is usually very high during these periods. Major SWYAA activities maybe take place during these period.
  - Make use of small gatherings to announce upcoming major activities.
  - Making the ex-PYs constantly aware that they have the SWYAA (since the beginning) to provide them any support.
• Collecting participation fee and membership fees.
• Selecting PYs who have strong interest and commitment to volunteer activities.

2. **Regional Networking**

- The Tokyo Conference for the SWY Ex-PYs is the best venue for networking, starting point and continuation because of the projects we are discussing.
- Implementation of the Homestay + 1 project is essential.
- Reunion dinners that are open to local and foreign ex-PYs should be organized.
- Enhance the website to make it attractive and more interesting for ex-PYs.
- SWYAA Presidents should be reminded to visit the SWYAA website and forward relevant news and information to the members.
- Utilize or reinforce existing communication mechanism

### VIII. CONFERENCE 8

**AGENDA 6: Other Matters**

Ms. Heydee Marquez was requested to chair the session, which was meant to discuss and resolve unfinished business and SWYAA-related matters that may require the decision or attention of the SWYAA as a body.

1. **Explanation of the IYEO and CENTERYE**

Ms. Tamae Saito gave a brief background of the International Youth Exchange Organization of Japan (IYEO), the Center for International Youth Exchange (CENTERYE) and these two organizations’ working relationships with each other and with the Cabinet Office (CAO). The IYEO is the alumni association of the ex-participants of the programs implemented by the Cabinet Office including the SWY program. The IYEO as a volunteer organization has legal limitations in conducting activities, so the CENTERYE was established as a foundation with a legal personality to enter into a contract with the Japanese government. In short, the Cabinet Office is the main organizer of the international youth exchange programs while the CENTERYE is the implementer. Through its members, the IYEO provides volunteers to help the CENTERYE in running international youth exchange programs, while the CENTERYE provides secretariat and administrative support to the IYEO. IYEO receives a concrete social status being an alumni association of the international youth exchange programs sponsored by the Cabinet Office.

2. **Amendments to the SWYAA Charter**

Ms. Tamae Saito proposed some minor amendments on the SWYAA Charter, specifically on the following chapters

a) Section 4, Item c, which reads “Each national Alumni Association must have two E-mail recipients, preferably the President and the Vice President”.

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That the word “preferably” be deleted. The representatives unanimously agreed to the proposal (11 votes).

That the phrase “President and Vice President” be changed into “President and Vice President or the person in charge of communication”. The representatives unanimously agreed to the proposal. (11 votes)

b) Section 7, Item a, which reads “A report of the previous year is to be submitted to the IYEO by the end of February”.

That the phrase “by the end of February” into “by the end of January”. The representatives unanimously agreed to the proposal. (10 votes; 1 against)

These amendments will be made official after confirmation with other SWYAA representatives that were not present at this conference.

3. Theme for SWY Silver Jubilee
Based on the suggestions from the representatives and the ensuing discussions, the representatives agreed that the theme for the SWY Silver Jubilee (25th Anniversary celebration) shall be, “Celebrating 25 Years of Friendship, Diversity and Social Involvement.”

4. Testimonials
As agreed in the previous day, the participants were requested to make and share their own testimonials, which shall be the initial set of testimonials in realization of the project. Some of the testimonials shall be used as examples in the project concept paper to be prepared by Mr. Steve Mendl. Mr. Mendl shall also be the point person for the project. Ms. Saito suggested for the representatives to have sessions with the alumni members when they return to their home countries and explain why the SWYAA is doing the testimonials. For his part, Mr. Mendl advised the representatives to request their alumni members to write their testimonials during their session and have actual sharing, instead of just asking them to write in their homes. He also advised the representatives to collect those testimonials by themselves and submit them to him.

In processing the submitted testimonials, Mr. Mendl shall pick up striking and meaningful statements and use these for the promotional material.

Ms. Saito suggested Mr. Mendl to keep the original manuscript and compile them separately.
IX. ADJOURNMENT

There being no other matter to discuss, the Tokyo Conference for the Ex-Participating Youth of the Ship for World Youth Program 2010 (FY2010) was adjourned at 2:15, 24 June 2010.