1. **Background**

Technical Education and Vocational Training (TVET) has been identified as one of the seven priority areas of SEAMEO Education Agenda for development in Southeast Asia, which were agreed at the Strategic Dialogue of Education Ministers (SDEM) meeting in September 2014.

In addition, the World Education Forum in 2015 announced the Incheon Declaration and Framework for Action by proposing the Sustainable Development Goal (SDG) 4 – emphasizing the importance of TVET education - ‘by 2030, substantially increase the number of youth and adults who have relevant skills, including, technical and vocational skills, for employment, decent jobs and entrepreneurship.’

In response to this agenda, the Southeast Asian countries have agreed to promote regional cooperation, harmonisation and internationalisation of TVET education in the region since 2015, marked by the following key milestones.

- **1st High Officials Meeting on SEA-TVET** with the theme "Working Together towards Harmonisation and Internationalisation of TVET in Southeast Asia,” hosted by the Office of the Vocational Education Commission, Ministry of Education, Thailand, on 23-26 August 2015, Chiangmai, Thailand.

- **2nd High Officials Meeting on SEA-TVET** with the theme “Strengthening Efforts towards Harmonisation and Internationalisation of TVET in Southeast Asia”, hosted by the Department of Technical and Vocational Education, Ministry of Education and Culture, on 12-14 May 2016, Bali, Indonesia.

- **3rd High Officials Meeting on SEA-TVET** with the theme “21st Century TVET in Southeast Asia: Advancing Toward Harmonisation and Internationalisation”, hosted by the Ministry of Education, and the Government of Malaysia, on 23-25 May 2017, Kuala Lumpur, Malaysia

- **4th High Officials Meeting on SEA-TVET** with the theme “Moving Together Towards TVET 4.0” was recently organised by the Technical Education and Skills Development Authority (TESDA) and the Department of Education of the Philippines on 4-5 September 2018 at the Philippine International Convention Center, Manila, Philippines.

Since the 1st High Officials on SEA-TVET was organised in 2015, national and regional initiatives in TVET have been co-created and co-developed among the Southeast Asian countries, and Development Agencies with the purposes among others are to improve the quality of TVET, to promote partnerships among TVET institutions, to strengthen involvement of industries, to
leverage capacity of TVET personnel, to harmonise TVET curriculum among participating countries, and to promote the mobility of skilled workers, teachers and students. Various activities have been organised at all levels of TVET personnel such as policy makers, TVET school/college leaders, researchers, teachers and students.

At the High Official's Round Table Meeting of the 4th High Officials Meeting on SEA-TVET on 4 September 2018, Philippines, the High Officials proposed that the Ministry of Education of Brunei Darussalam to host the 5th High Officials Meeting on SEA-TVET in Brunei Darussalam in 2019.

2. **Host Organisations**

- Ministry of Education of Brunei Darussalam
- Politeknik Brunei (PB)
- Institute of Brunei Technical Education (IBTE)
- International Affairs Unit (MoE)

**Co-organisers**

- Southeast Asian Ministers of Education Organization (SEAMEO)
  - SEAMEO Secretariat
  - SEAMEO VOCTECH

3. **Objectives of the 5th HOM on SEA-TVET**

General objectives of the 5th HOM on SEA-TVET are as follows:

1) To discuss the current situation of TVET collaboration during 2018-2019;
2) To identify the strategies to improve the regional cooperation and harmonisation for the region;
3) To determine and plan for the regional directions and strategies to advance quality of TVET in Southeast Asian countries that may enhance the responsiveness of the member states and the region towards Industry 4.0; and
4) To strengthen cooperation among the TVET Ministries/Departments and TVET development agencies among Southeast Asia and with other countries beyond Southeast Asia.

4. **Meeting Venue and Schedule**

Meeting Venue and Official Hotel: **THE CENTREPOINT HOTEL**, Brunei Darussalam
(Address: Abdul Razak Complex, Gadong BE3519 Bandar Seri Begawan, Brunei Darussalam)

Meeting Schedule: The formal meeting is on 9 and 10 (am) September. The study visit will be arranged on 10 September in the afternoon.

Recommended Arrival: 8 September
Recommended Departure: 10 September in the afternoon or 11 September

5. **Theme: “Strengthening Efforts towards TVET 4.0”**

The theme "Strengthening Efforts towards TVET 4.0" was selected considering the fast changing technology in industry both in manufacturing as well as in service sectors influenced by the Industrial Revolution 4.0. In Industry 4.0, there are some clear changes from traditional to a more modern industry which can be characterised by having more agile and automated, personalized
and customized, dynamic and high return on capital with more direct and high intensity of relationship with client (Roland Berger, 2016). This technological trend has affected and will continue affecting the way TVET prepares the future workforce. The work force will be expected to possess new skills in the domain of information technology, data analytics, new technology solution etc. The importance of cognitive abilities and system skills over physical abilities is becoming more prevalence.

Due to the changes of skills set that TVET institutions must prepare for their graduates, TVET High Officials from SEAMEO member countries have started discussing and formulating new strategies in TVET in response to IR 4.0 that is now called as TVET 4.0. This has started last year in 2018 during the 4th High Officials Meeting for SEA-TVET in Manila, Philippines with the theme “Moving Together Towards TVET 4.0”. For this year, MoE Brunei Darussalam is proposing the theme as a follow up from last year, “Strengthening Efforts towards TVET 4.0.”

6. Expected Outputs

The following reports from the agreements, suggestions and presentations should be developed from the meeting:

1) Regional policy recommendations, agreed by the TVET High Officials of Southeast Asian countries;
2) Endorsement of regional initiatives for further implementation; and
3) Summary report/proceedings of the meeting.

7. Participants

The 5th High Officials Meeting on SEA-TVET is expected to bring together approximately 150 participants from the Southeast Asian Ministries of Education, related Ministries on Technical and Vocational Education and Training, and other related development agencies and partners. The participants will include as follows:

- Secretary Generals/Director Generals/Directors on TVET of Ministries of Education, Ministries of Labour and Training, Ministries of Science and Technology, Ministries of Higher Education and other related Ministries from the Southeast Asian countries.

  - Brunei Darussalam: Ministry of Education
  - Ministry of Culture Youth and Sports
  - Other related Ministries
  - Cambodia: Ministry of Education, Youth and Sports
  - Ministry of Labour and Vocational Training
  - Indonesia: Ministry of Education and Culture;
  - Ministry of Research, Technology and Higher Education
  - Lao PDR: Ministry of Education and Sports
  - Malaysia: Ministry of Education
  - Ministry of Human Resources
  - Myanmar: Ministry of Education
  - Philippines: Department of Education (DEPED)
  - Technical Education and Skills Development Authority (TESDA)
  - Singapore: Ministry of Education
Ministry of Manpower

- **Thailand:** Ministry of Education
  Ministry of Labour

- **Timor Leste:** Ministry of Education

- **Vietnam:** Ministry of Education and Training (MoET);
  Ministry of Labour, Invalid and Social Affairs (MOLISA)

- Representatives from partner countries such as Germany, United Kingdom, Japan, China, and Korea.
- Representatives of related Development Agencies and Industries such as SEAMEO, ASEAN Secretariat, GIZ, UNESCO, ILO, ASEAN -China Centre, KOSEN (Japan), KRVET (Korea).
- Representatives from industry such as Chambers of Commerce, Industry Associations, TVET Associations.
- TVET policy makers and directors of TVET institutions and related Ministries from Brunei Darussalam and other countries

8. Sessions in the Programme

Day 1: 9 September 2019

- Opening Ceremony
- Keynote Address
- Country Presentations
- Presentations of TVET Regional Initiatives for Endorsement and Discussion by Ministries and Regional Development Organisations
- High Official Round Table Meeting (For High Officials only)
- Concurrent Sessions (For TVET Directors and other participants)
- Bilateral and Networking Meeting between Countries and Institutions

Day 2: 10 September 2019

- Sharing of Outcomes from the Bilateral and Networking Meeting
- Synthesis and Ways Forward
- Declaration of Agreements from TVET High Officials
- Closing Ceremony
- Study Visit

9. Other Concurrent Activities

- Exhibition of TVET Colleges in Brunei Darussalam

10. Funding Support

- For **country/ministry representatives**, MOE of Brunei Darussalam will support the following expenses to the official country representatives from each Ministry.
  - Accommodation for 3 nights for one (1) representative from each Ministry (Check-in on 8 September and check-out on 11 September)
  - All meals and coffee breaks on 9-10 September
  - The Governing Board Members of SEAMEO VOCTECH from Cambodia, Lao PDR, Myanmar, and Timor Leste will be supported the accommodation and meals from 11 to 13 September, while the other Governing Board members will only be provided with meals.
  - Local transportation between the airport, venue, and the official hotel
  - Logistic arrangement and local transportation for study visit
- Meeting kit and documents

- For invited international speakers, MOE of Brunei Darussalam will support the following expenses:
  - Accommodation for 3 nights (Check-in on 8 September and check-out on 11 September)
  - All meals and coffee breaks on 9-10 September
  - Local transportation between the airport, venue, and the official hotel
  - Logistic arrangement and local transportation for study visit.
  - Meeting kit and documents

- For official participants from development agencies, other countries beyond Southeast Asia, MOE of Brunei Darussalam will support the following expenses:
  - All meals and coffee breaks during the meeting
  - Local transportation between the airport, venue, and recommended hotels
  - Logistic arrangement and local transportation for study visit.
  - Meeting kit and documents

11. Confirmation of Participation

- For official representatives from SEAMEO Member Countries, Partner Countries and Development Agencies:
  - To confirm the participation, the country representatives, and official representatives from SEAMEO Member Countries, partner countries and development agencies can submit the Registration Form by 10 August 2019.

- For Invited Speakers and Paper Presenters:
  - To confirm the contribution as a speaker/paper presenter in the 5th HOM on SEA-TVET, the speakers and paper presenters can confirm the presentation with the organisers by 15 August 2019.

12. Timeline

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<th>Information to be Submitted to the Secretariat</th>
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<tr>
<td>Submission of Registration Form</td>
<td>By 10 August 2019</td>
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<tr>
<td>Confirmation of Speakers, Paper Presentations</td>
<td>By 15 August 2019</td>
</tr>
<tr>
<td>Confirmation of Flight Details to the Secretariat Committee</td>
<td>By 20 August 2019</td>
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13. Official Hotels

**THE CENTREPOINT HOTEL:**
The country representatives (Hotel Supported by the Ministry of Education, Brunei Darussalam) will be arranged to stay at the CENTREPOINT HOTEL

Address: Abdul Razak Complex, Gadong BE 3519, Bandar Seri Begawan, Brunei Darussalam
Website: reservation@thecentrepointhotel.com
Tel: +673 2430 430
Fax: +673 2430 200
Room Rate: Deluxe 145.00 B$ (Single and Twin)
            Junior Suite 190.00 B$ (Single and Twin)

For participants who wish to stay in other hotels nearby the Centrepoint Hotel, we suggest you to proceed the room reservation by your own arrangement. Please see the optional hotels and cooperate rate in page 9-11.
14. **Contact Persons:**

- **SEAMEO Secretariat, Bangkok:**  
  Ms Piyapa Su-angavatin  
  Project Officer/SEA-TVET Coordinator  
  Email: tvethom@seameo.org; secretariat@seameo.org; piyapa@seameo.org  
  Tel: +662 391 0144  
  Fax: +662 381 2587

- **SEAMEO VOCTECH, Brunei Darussalam**  
  Ms Nursyuhaidah Haji Ahmad  
  (For matters on 30th SEAMEO VOCTECH Governing Board Meeting)  
  Email: secretariat@voctech.edu.bn  
  Dr Paryono  
  Deputy Director  
  Email: paryono@voctech.edu.bn

- **Ministry of Education, Brunei Darussalam**  
  Mr Walter Chong Meng Siong,  
  Head of International Affairs Unit  
  Email: walter.chong@moe.gov.bn

  Ms Mariana Nordin  
  Education Officer, IBTE  
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