MINUTES OF MEETING
THE FIRST ORGANIZING COMMITTEE MEETING
OF THE 9th ASEAN SKILLS COMPETITION
1st – 2nd DECEMBER 2011
JAKARTA, INDONESIA

INTRODUCTION

1. The First Organizing Committee Meeting of the 9th ASEAN Skills Competition (ASC) was held at Jakarta, Indonesia from 1st – 2nd December 2011. The meeting was attended by the delegates from 8 (eight) member countries and guest from Yalong Group, China as shown in Annex 1.

2. The meeting aims to discuss some major issues of the upcoming competition in particular to the Rules and Procedures for the 9th ASEAN Skills Competition, the number of skill areas to be competed, the number of competitors, deliberation of Jury Chairperson, Chief Experts and Deputy Chief Experts, and also the date of organizing the First Technical Committee Meeting and the 9th ASEAN Skills Competition 2012.

OPENING SESSION

3. Mr. Abdul Wahab Bangkona, the Director General of Training and Productivity Development of the Ministry of Manpower and Transmigration of the Republic of Indonesia who is also the Head of Indonesian Delegation, was welcomed all the delegates to Jakarta Indonesia for participating on the First Organizing Committee of the 9th ASEAN Skills Competition 2012. He introduced all Head of Delegation to all delegates and guests attended on Openning Session. The Welcome Remarks delivered by Mr Abdul Wahab Bangkona is attached as Annex 2.
4. The Opening speech of the First Organizing Committee Meeting of the 9th ASEAN Skills Competition were delivered by H.E Mr. Muhaimin Iskandar, the Minister of Manpower and Transmigration of the Republic of Indonesia. The Minister welcomed and expressed his deepest gratitude and appreciation to all delegates for the spirit and attention to attend on the meeting. He also expressed his condolences and sympathy to the flood disaster victims in Thailand. The Minister wished the meeting will have effective and productive results for preparing the 9th ASEAN Skills Competition 2012 in Jakarta Indonesia. The Minister believed that the ASEAN Skills Competition will have important role in improving the quality of ASEAN youth human resources as well as to enhance the value of skilled people among ASEAN countries. The Minister’s Opening Speech is attached as Annex 3.

AGENDA 1: ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

5. Mr. Kunjung Masehat, the Director of Standardization and Training Program Development of the Ministry of Manpower and Transmigration of the Republic of Indonesia, was appointed to be the Chairperson of the First Organizing Committee Meeting of the 9th ASEAN Skills Competition. He was accompanied by Prof. Dr. Duong Duc Lan, Head of Vietnam Delegation as the Vice Chairperson, since Vietnam committed to be the host of upcoming 10th ASEAN Skills Competition 2014.

AGENDA 2: ADDRESSES BY REPRESENTATIVES FROM EACH DELEGATION

6. Each Head of Delegation of the 8 (eight) ASEAN member countries attended on this meeting delivered their addresses, as attached Annex 4.
AGENDA 3: PRESENTATION AND ADOPTION OF THE MEETING AGENDA

7. The meeting adopted the agenda of the First Organizing Committee Meeting of the 9th ASEAN Skills Competition, as attached Annex 5.

AGENDA 4: INTRODUCTION OF SECRETARIAT STAFF BY THE HOST COUNTRY

8. The Chairperson introduced the members of Secretariat from Directorate General of Training and Productivity Development of the Ministry of Manpower and Transmigration, to support this meeting and other preparation to the 9th ASEAN Skills Competition as follows
   - Ms. Indah Anggoro Putri
   - Mr. Surya Lukita
   - Ms. Lola Herliana
   - Mr. Aris Hermanto

AGENDA 5: ASEAN Skills Competition status in the ASEAN Umbrella

9. The meeting acknowledged that ASEAN Skills Competition has been contributing to human resources development in ASEAN region, as well as to increase ASEAN competitiveness. The meeting agreed that ASEAN Skills Competition has to be attached to the ASEAN platform. In this regard, the ASEAN Skills Competition has to include the agenda of ASEAN Senior Labor Ministerial Meeting and/or other related ASEAN regular meetings. Since representative from ASEAN Secretariat did not come to this meeting, Indonesia suggested by delegates of the meeting to be the communicator to the ASEAN Secretariat for pursuing this matter.
10. The meeting noted that the venue of the 9th ASEAN Skills Competition 2012 will be held in Jakarta Convention Centre (JCC) on 10th – 18th November 2012. Tentative date for organizing First Technical Committee Meeting is on 10th – 13th April 2012 in Jakarta, Indonesia.

AGENDA 7: DELIBERATION OF RULES AND PROCEDURES OF THE COMPETITION

11. The meeting agreed the Rules and Procedures from the previous ASEAN Skills Competition be adopted to be the Rules and Procedures for the 9th ASEAN Skills Competition 2012, with some minor changes as follows:

<table>
<thead>
<tr>
<th>Page</th>
<th>Before</th>
<th>Agreed</th>
</tr>
</thead>
</table>
| 42   | 16 Conflict solutions  
The conflict problem of the competition should be resolved ..... | 16 Conflict solutions  
The improvement or resolution of the conflict problem should be resolved ..... |
| 43   | 17 RECTIFICATION OF RULES AND PROCEDURES  
These competition rules have been amended and adopted by the representatives of the countries in the First Organizing Committee Meeting of the 8th ASEAN Skills Competition held in Pattaya, Thailand from 3rd -4th November 2009 and become effective immediately. | 17 RECTIFICATION OF RULES AND PROCEDURES  
These competition rules have been amended and adopted by the representatives of the countries in the First Organizing Committee Meeting of the 9th ASEAN Skills Competition held in Jakarta, Indonesia from 1st – 2nd December 2011 and become effective immediately. |

The final version of Rules and Procedures for the 9th ASEAN Skills Competition is as attached in Annex 6.
AGENDA 8: DISCUSSION OF NEW SKILL AREAS PROPOSAL TO THE 9th ASEAN SKILLS COMPETITION 2012

12. The meeting agreed to adopt 20 (twenty) skill areas of the 8th ASEAN Skills Competition and add 2 (two) new skill areas to be competed in 9th ASEAN Skills Competition 2012 as follows:

<table>
<thead>
<tr>
<th>Skill</th>
<th>Proposing Country &amp; Proposal</th>
<th>Result</th>
</tr>
</thead>
<tbody>
<tr>
<td>IT Network Cabling</td>
<td>Indonesia – Suggest to be changed with IT Network System Administration</td>
<td>Agreed to change. IT Network Cabling won’t be a competing skill in 9th ASC. IT Network System Administration will be new skill and 5 countries commit to join: ID, MY, PH, SG, VN</td>
</tr>
<tr>
<td>Industrial Automation</td>
<td>Indonesia – Suggest an upgrade from exhibition skill in 8th ASC becoming official skill to be</td>
<td>Agreed to be competed as new skill and 5 countries commit to join: ID, VN, PH, SG, MY</td>
</tr>
<tr>
<td>(Automation Production)</td>
<td>compete in 9th ASC</td>
<td></td>
</tr>
<tr>
<td>Caring</td>
<td>Singapore – Suggest a new skill to be competed in 9th ASC</td>
<td>3 countries agreed to join: ID, PH, SG</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Some countries is still considering to join. If 1 more countries agree to join, this will be official otherwise becoming exhibition skill.</td>
</tr>
<tr>
<td>Mobile Robotics</td>
<td>Indonesia – Suggest a new skill to be competed in 9th ASC</td>
<td>2 countries interested to join: ID &amp; LA</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Will be run as Exhibition skill.</td>
</tr>
<tr>
<td>Painting &amp; Decorating</td>
<td>Malaysia – Suggest a new skill to be competed in 9th ASC</td>
<td>No other country interested. Indonesia (as the host) will help the skill as exhibition skill.</td>
</tr>
</tbody>
</table>
The meeting agreed the skill areas to be competed in the 9th ASEAN Skills Competition 2012 as follows:

1. Welding
2. IT Software Solution for Business
3. Wall & Floor Tilling
4. Plumbing and Heating
5. Electronics
6. Web Design
7. Electrical Installations
8. Bricklaying
9. Cabinet Making
10. Joinery
11. Fashion Technology
12. Automobile Technology
13. Restaurant Service
14. Cooking
15. Mechatronics *
16. Mechanical Engineering Design CAD
17. Graphic Design Technology
18. Refrigeration and Air Conditioning
19. IT Network System Administration
20. Beauty Therapy
21. Hair Dressing
22. Industrial Automation *

(*consist of 2 persons of each team)

Tentative number of competitor of each skill areas proposed by each ASEAN members are stated in Annex 7.

13. The meeting agreed that 2 (two) skill areas to be exhibited during the 9th ASEAN Skills Competition 2012 are Caring and Mobile Robotics.
AGENDA 9: SELECTION OF JURY CHAIRPERSON, CHIEF EXPERT, AND DEPUTY CHIEF EXPERT

14. The meeting agreed to the nominations of the Jury Chairpersons, Chief Experts and Deputy Chief Experts for each skill areas as listed in Annex 8.

AGENDA 10: PRESENTATION BY YALONG GROUP, CHINA

15. The meeting noted that YALONG Group from China will be the sponsor for Industrial Automation in “The 9th ASEAN Skills Competition 2012” in terms of providing equipment to be used in the competition as well as to support training for the competitors.

AGENDA 11: OTHER ISSUES

16. The meeting acknowledged 2 (two) issues below in relation to marking system and mechanism to be applied on the 9th ASEAN Skills Competition 2012. The existing marking system (Competition Information System - CIS) shall remain to be applied in the upcoming competition. The issues are:

a. Regarding 500 points
   The condition of some competitors with high mark but below average, fail to manage any certificate.

b. The host will prepare the mechanism to verify the mark entered in the CIS System and present in the 1st TCM.

Further technical discussion on this matter would be taken on the First Technical Committee Meeting in Jakarta on April 2012.

AGENDA 12: ADOPTION OF MINUTES OF MEETING OF THE FIRST ORGANIZING COMMITTEE MEETING ASEAN SKILLS COMPETITION 2012

17. The Meeting adopted minutes of meeting of the First Organizing Committee Meeting ASEAN Skills Competition 2012.
AGENDA 13: CLOSING REMARKS BY CHAIRPERSON AND HEAD OF DELEGATES

18. Head of Delegates expressed their thanks and appreciation to Indonesia for excellent hospitality in hosting the meeting. Closing remarks of the Chairperson and Head of Delegates as Annex 9.
LETTER OF CONFIRMATION

Jakarta, Indonesia, 2nd December 2011

We are pleased to confirm the various agreements made during the FIRST ORGANIZING COMMITTEE MEETING of the 9th ASEAN SKILLS COMPETITION held on 1st – 2nd December 2011 at Crowne Plaza Hotel, Jakarta, Indonesia.

Mr. HJ. MD SHARIFUDDIN, HJ. MD SALLEH
Head of Delegation
Brunei Darussalam

DR. LIM SEE YEW
Head of Delegation
Singapore

Mr. ABDUL WAHAB BANGKONA
Head of Delegation
Indonesia

Mr. KHORNSY MAHAVONG
Head of Delegation
Lao PDR

DR. GHALIP BIN SPAHAT
Head of Delegation
Malaysia

Atty. TEODORO C. PASCUA
Head of Delegation
Philippines

PROF. DR. DUONG DUC LAN
Head of Delegation
Vietnam

Mrs. ROONGAROON KURDPOKA
Head of Delegation
Thailand