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ABOUT ORGANIZER

ASEAN Youth Organization



ASEAN Youth Organization is an organization that aims to empower youth and give understanding about ASEAN and its role in society. Started in 2011 as an online portal to welcome the ASEAN Community 2015, it transformed into a real objective-based organization in its members countries. A.Y.O. determines to keep creating more projects and programs which can give way broader and positive outcome for the youth and people. A,Y.O believes the projects can contribute more to raise the awareness of ASEAN Community along with their goals accomplishments.

AYO Social Enterprise



AYO Social Enterprise, Pte. Ltd. is a social enterprise founded in 2018 and headquartered in Singapore. The organisation aims to increase the social mobility of Singaporean and ASEAN youths. Through investing in the areas of youth entrepreneurship, youth development and provide a platform for youths to work with organisations to solve real-world problems. This enables us to develop youths with the necessary competencies to navigate the complex ASEAN economy. Our work is supported by our strong partnership with international organisations such as the ASEAN Youth Organisation (A.Y.O) which allows us to develop localised solutions.

ASEAN Youth Conference 2018

ASEAN Youth Conference (AYC) 2018 will run in conjunction with the ASEAN Singapore Chairmanship theme of “Resilience and Innovation”. AYC 2018’s main focus will be on how economic innovation can be instilled and implemented by young people to fully realise the goal of a mutually beneficial ASEAN Economic Community.

Run by Youth, for Youth, the conference will serve as a platform to promote the core qualities of ASEAN while also facilitating an open youth led discussion regarding various regional economic issues. One such discussion will be on how Youth can create a positive impact especially in the current growth of technological sectors for the realisation of the ASEAN Economic Community.

The title of the ASEAN Youth Conference 2018 is “Unlocking YOUth potential”. The idea behind the title of AYC 2018 is that innovation and creativity are key traits in young people. The theme aims to facilitate the discussion about, “how can the Youth of ASEAN positively influence society, upholding the core qualities of ASEAN, creating growth for their region?”

We envision this conference to:

- Be a platform for them to shape the futures of their country through active engagement in the policy-making process
- Create a community of ground up initiatives to create positive change in their local communities
- Equip them with the necessary networks to foster the spirit of collaboration within the region
- The conference will bring together youth delegates from all across ASEAN to meet, exchange views, share experiences, ideas on issues and implemented by governments or through ground up initiatives.

Youth will also have the opportunity to develop realistic action plans to encourage resilience in youth communities and foster innovation.

Theme and Topics

The theme for the AYC 2018 is towards “**Unlocking YOUth Potential**” and the conference will serve as a platform to facilitate a process that strengthens effective youth participation in the planning, implementation and evaluation of various regional issues, particularly issues that have impacted on youth. The topics are related to the 3 pillars of ASEAN: Political-Security, Economic, and Socio-cultural. Each topic will be determined prior to the conference by the delegates based on each respective pillar.

Date and Place of the Conference

The AYC will be held on 7 - 9 November 2018 in Singapore.

Program Schedule

<p><u>Day 0</u></p> <p>05.00 - 13.00</p> <p>09.00</p> <p>11.00</p> <p>13.00</p> <p>14.00 - 14.45</p> <p>15.00 - 15.30</p> <p>15.30 - 17.00</p> <p>17.00 - 17.30</p> <p>17.30 - End</p>	<p>Arrival of delegates</p> <p>Pick up time to hotel</p> <p>Pick up time to hotel</p> <p>Pick up time to hotel</p> <p>Study Tour 1: NUS (National University of Singapore)</p> <p>Travel to another venue</p> <p>Study Tour 2: Launchpad@one-north (Startups)</p> <p>Back to Hotel</p> <p>Free Time, Rest</p> <p><i>Note: The tour only available for delegates who arrive in Singapore before 13.00 Hours (1PM Singapore Time, GMT+8)</i></p>
<p><u>Day 1</u></p> <p>07.00 - 08.15</p> <p>08.15 - 08.45</p> <p>08.45 - 09.00</p> <p>09.00 - 09.30</p> <p>09.30 - 10.15</p> <p>10.15 - 10.30</p> <p>10.30 - 11.15</p> <p>11.15 - 12.00</p> <p>12.00 - 13.00</p> <p>13.00 - 13.45</p> <p>13.45 - 14.30</p> <p>14.30 - 15.15</p> <p>15.15 - 15.30</p> <p>15.30 - 17.30</p> <p>17.30 - 19.00</p> <p>19.00 - 19.30</p> <p>19.30 - 22.00</p>	<p>Preparation (including breakfast)</p> <p>Heading to Conference Venue</p> <p>Arrival at Venue (SCAPE @ Somerset)</p> <p>Opening Ceremony</p> <p>Seminar 1 (15 min/speakers, 3 speakers from ASEAN Secretariat, NYC, AYO) + Q&A</p> <p>Coffee Break</p> <p>Focus Group Discussion Session 1 (Issue 1, 3 chambers)</p> <p>Focus Group Discussion Session 2 (Issue 2, 3 chambers)</p> <p>Lunch Break</p> <p>Focus Group Discussion Session 3 (Issue 3, 3 chambers)</p> <p>Focus Group Discussion Session 4 (Issue 4, 3 chambers)</p> <p>Focus Group Discussion Session 5 (Issue 5, 3 chambers)</p> <p>Coffee Break</p> <p>Solution Brainstorming and Sharing</p> <p>Back to Hotel and Prepare for Gala Dinner</p> <p>Heading to Conference Venue</p> <p>Gala Dinner, Networking & Party</p>

<u>Day 2</u>	
07.00 - 09.00	Preparation (including breakfast) + Check Out from Hotel
09.00 - 09.30	Heading to Conference Venue
09.30 - 09.45	Arrival at Venue (SCAPE @ Somerset)
09.45 - 11.00	Seminar 2 (10 min/speakers, 5 speakers - Industry & Sponsors) + Q&A
11.00 - 11.30	Presentation by Delegates (3 Teams)
11.30 - 12.00	Declaration + Group Photo
12.00 - 13.00	Lunch & End

Conference fee and Payment

ASEAN Youth Conference (AYC) 2018 has 2 different fee.

1. For Singaporean, Singapore Permanent Resident (Living in Singapore)
Conference Fee : 60 USD or 80 SGD
2. Non- Singaporean (Other nationalities)
Conference Fee : 150 USD or 220 SGD

Please check your local currency if you transfer from your origin country.

The conference fee **WILL** cover

- a. Hotel for 2 nights (Double/Triple) from 7th-9th November 2018 (For NON-Singaporean)
- b. Local transportation from Airport to Hotel, study tour. Please bear in mind if we only provide shuttle from the airport to hotel at 9AM, 11AM and 1PM on day 0 (7th November 2018)
- c. Meals during the event for Non-Singaporean
(Day 0 = No meals, Day 1 = 3 meals + Refreshment, Day 2 = Breakfast + Refreshment)
- d. Meals during the event for Singaporean
(Day 0 = No meals, Day 1 = 2 meals + Refreshment, Day 2 = Refreshment)
*Gala Dinner Included

The conference fee **DO NOT** cover

- a. Pocket money
- b. Personal expenses
- c. Flight ticket from your origin country to Singapore
- d. Taxi/Train from hotel to Changi Airport

Payment must be transferred to AYO Social Enterprise Bank account

Bank Account Name : AYO SOCIAL ENTERPRISE PTE. LTD.

Bank Account Number : DBS BANK 029-903128-7

SWIFT CODE : DBSSSGSG

Or if you are **Singaporean or Singapore Permanent Resident**, you can also use PayNow



IMPORTANT

- After your payment, please **send** the picture of the receipt to confirmation.ayc@aseanyouth.net
- Deadline of payment is **28th of November**, of if you may need longer deadline please contact our officer.
- You can transfer in USD or SGD. Please make sure the amount is correct to avoid double process and delay

AYC Checklist

- Comfortable business attire
- Shoes that you comfortable wear all day
- Notebook and great pen
- Laptop and charger
- Phone and portable charger/power bank
- Personal medications
- Passport and any other documents
- Pocket money

- Toiletries and towel
- Umbrella
- Traditional costume

Rules and Regulations

1. Role and Responsibilities of Facilitators

The conference will be divided into three chambers of roundtable discussions in accordance to the three pillars of ASEAN: Political-Security, Economic, and Socio-cultural. Each chamber shall be convened by two facilitators, consist of Program Manager and delegate with the top solution (determined by how many likes during online discussion). The facilitators should:

- guide and accommodate the conference;
- provide their insights;
- not intervene with the flow of the discussions unless they are moving away from the topic at-hand;
- cooperate with the delegates to make reports of the result of the roundtable discussions per session (per issue);
- cooperate with the pillar representatives to create the youth declaration;
- provide relevant data and realities of the ASEAN to the delegates prior to the conference;
- treat other participants of the conference with respect;
- and any other duties and responsibilities which otherwise specified by the organising team of the conference.

2. Roles and Responsibilities of Delegates

The delegates of AYC 2018 are those who have passed the selection process and have been selected as the official delegate for AYC 2018. The delegates are obliged to follow the Procedures and Guidelines throughout the discussion and the whole events of AYC 2018. All delegates should:

- download the mobile application and actively participate in all online discussion based on their groups by contributing 1 solution for every issue posted based on the schedule and timeline by the system. Every delegate will have rights to vote/likebest solutions in every post based on their pillar group
- determine the topics to be tackled during the conference based on the data and realities given by the facilitators;
- actively participate in all events of the conference (panel discussion, roundtable discussion and other official events of AYC 2018);
- attend the round table discussion according to the nominated pillar;

- be punctual to events during the conference (panel discussion, roundtable discussion);
- treat other participants of the conference with respect. Delegates are prohibited to give opinions that are discriminatory or ad hominem.

3. Durations of the conference

An online pre-conference discussion will be conducted prior to the conference. All selected delegates are obliged to participate at the online pre-conference discussion. At the conduct of AYC 2018, the conference would commence and would be adjourned according to conference schedule. The facilitators have the full discretion to commence and adjourn the round table discussion.

4. Language

The delegates and the facilitators of AYC 2018 are obliged to use English as the official language to communicate during the conduct of the conference.

5. Agenda Setting

The conference shall set the agenda after the conference is opened by the facilitators. The agenda setting shall be set according to the options provided by the committees. The facilitators are obliged to accommodate the flow of the agenda setting through voting mechanism. The delegates have the opportunity to set the flow of the conference through the agenda setting.

The delegates will be discussing what topics they think are most pressing in present-day ASEAN during their pre-conference online discussions and find the solutions of each issue given. From these discussions, the committees will choose 3 topics that they think should be discussed in the conference proper based on the amount of likes and also the deliberation of the committee. The delegates will also choose the order in which these topics will be discussed by liking the best solution of every issue given. All topics will be given equal time to be discussed. The agenda will be reiterated at the beginning of the conference proper. The delegates will also have access to soft copies and hard copies of the agenda.

6. Flow of the Conference

A. Pre-conference discussion

The selected delegates is obliged to participate in the pre-conference discussion prior to the conduct of AYC 2018 through the provided mobile application. The guideline to use online discussion application shall be provided to the delegates by the committee of AYC 2018. The delegates are expected to have a discussion to determine the best solution for every issue given in a certain period of time that later will be discussed on the round table discussions of each pillar.

B. Round Table Discussion

One of the main agenda at the AYC 2018 is the round table discussion that will be conducted based on the three pillars of ASEAN: Political-Security, Economic, and Socio-cultural. The round table discussion will be opened and led by the Top 3 Best Solutions from the online discussion for every pillar. The first round table discussion will discuss about the current challenges and issues, and the second round table discussion will allow the delegates to brainstorm ideas, solutions and recommendation to the challenges and issues identified during the first round of round table discussion. The discussion will commence with the agenda setting to determine the order of the discussion. [6 groups with 10 delegates] The round table discussion will begin based on the order of the agenda setting and will be closed by the conclusion at the end of round table discussion.

7. Outcome of the conference

The facilitator together with a number of voluntary delegates shall prepare a report regarding the result of the round table discussion after each day of conference. At the end of the conference, all reports from each pillar will be summarised and presented as “The Singapore Youth Declaration 2018”, or otherwise known as the ASEAN Youth Declaration 2018.

Arriving, Moving, Things to do in Singapore

About Singapore

Singapore is a small country between Malaysia and Indonesia. A majority of our population is Chinese, followed by Malay, Indian and other races, but we speak mostly English at work. We are very urbanised; most of the country is a city, but we still have an official 'city area' with skyscrapers and such. The residential areas are our 'suburbs', but the buildings are still very tall. We do have a nature reserve in the center of the island, but that too is undergoing urbanisation.

The culture here is somewhat westernised, with strong media influences from the United States, the United Kingdom. However, we are also heavily influenced by Asian media, such as K-drama and pop music from our neighbouring countries. We also have our local artists, although they do not get as much traction as overseas influences.

Politically, it is quite stable here. The ruling party has been in power since the country's founding. Corruption is rare; the ministers' salaries are kept very high to ensure that it stays that way. Because we are so small and infrastructure is good in most parts of the island, the country is easier to manage, and thus it is also hard to get away with crime.

We have a low tax rate of 7% (soon to be 9%) to keep our economy competitive, so social safety nets are not very strong. However, we do have CPF (Central Provident Fund), which makes it mandatory to save a part of your income for retirement.

Visitors to Singapore often remark that the country is very clean and orderly. We hope that you'll find it to be true as you enjoy your stay here. Have fun at the conference!

In the Airport

Getting to Singapore

Visa Information

Most visitors to Singapore do not require a visa for entry. For more information on list of countries that need visa requirements, you can check by clicking [here](#) or kindly check the Singapore Overseas Mission closest to you. For more information about singapore visa issuance, please visit this [link](#).

Arriving

If you are from outside the country, you will arrive at Changi Airport. Upon your arrival in Singapore, please follow the "Arrivals" signs to the Arrival Immigration Halls on the ground floor for immigration clearance. Before proceeding to immigration clearance, please get ready the following:

- Valid travel documents (e.g. passport)

- Completed Disembarkation / Embarkation (D / E) cards\
- Permits / Entry Visa (if applicable)
- Fever Vaccination Certificate, if you are arriving within six days of passing through areas endemic for Yellow Fever

Tips for smooth arrival

- Pass through the green channel if you have no goods to declare
- Pass through the red channel if you have goods to declare
- Bulk baggage can be collected at the usual baggage claim area
- If you have lost or damaged baggage, contact the handling agent representing your airline

Departing

If you are going back to your country after AYC 2018, please follow this guide to have a smooth departure:

- When you arrive at the airport, refer to the Flight Information Display Screens for your airline's check-in row information.
- Approach the check-in counter with your travel documents (valid passport, air ticket or booking confirmation, and visa if applicable)
- Check that you are issued with the correct boarding passes and that your travel documents are in order before leaving the check-in counter.
- Enter the Departure Hall. Remember to get to your boarding gate early for security checks! **Please note that no boarding calls will be made.**

Airport Public Transportation

- **Train**

Arrival: The train station is accessible by foot from Terminal 2 or Terminal 3. To get to Terminal 4, board the free 24-hour shuttle bus located at Terminal 2.

Departure: To get to Changi, transfer to the eastbound train at Tanah Merah station. First train to Changi Airport departs Tanah Merah Station at 5.20am from Monday to Saturday and 5.47am on Sunday and public holidays. The Last train service leaves Tanah Merah for Changi Airport station at 11:50pm daily.

- **Public Bus**

Arrival: Bus stops are located at the basement bus bays of Terminals 1, 2 and 3. For Terminal 4, the bus stop is located next to Car Park 4B (only services 24, 34, 36 and 110) and near the SATS Inflight Catering Centre 1 (for services 27, 53 and 858). Please prepare the exact fare as no change will be given.

Departure: Public buses stop at Terminals 1, 2, 3 and 4. Please note that services 24, 34, 36 and 110 ply all 4 terminals; services 27, 53 and 858 are available at Terminals 1 to 3 only.

- **Taxi**

Arrival: Taxis are available at the taxi stands at the Arrival levels of each Terminal. A ride to the city takes about 30 minutes and costs between \$20 and \$40. Fares are metered and there is an additional Airport surcharge for all trips originating from the Airport.

Departure: Hail a taxi on the street or make a booking through your hotel.

Changi Airport Free Singapore Tour

Kindly visit:

<http://www.changiairport.com/en/airport-experience/attractions-and-services/free-singapore-tour.html?>

For more information and details about services in Changi airport, we encourage you to visit <http://www.changiairport.com/>

Conference Venue

SCAPE

2 Orchard Link, Singapore 237978



Accommodation

Fort Canning Lodge

6 Fort Canning Road, Singapore 179494

Tel: 6338 4222

Website: <http://www.ywcafc lodge.org.sg>

Useful Number

- Taxi
 - Comfort or Citycab Tel +65 6552 1111
 - Premier Taxi Tel +65 6363 6888
 - Prime Taxi Tel +65 6778 0808
 - SMRT Taxi Tel +65 6555 8888
 - Transcab Tel +65 6555 3333
- Emergency Ambulance and Fire 995
- Police 999
- Embassies in Singapore

Country Representative	Address	Phone	E-mail	Website
Brunei Darussalam	325 Tanglin Road Singapore 247955	6733 9055 6733 0664 6733 2457	singapore@mfa.gov.bn	
Cambodia	400 Orchard Road #10-03/04 Orchard Towers Singapore 238875	6341 9785	recamsingapore@gmail.com camemb.sg@mfaic.gov.kh	http://home.pacific.net.sg/~recambodia.sg
Indonesia	7 Chatsworth Road Singapore 249761	6737 7422	info@indonesianembassy.sg protkons@indonesianembassy.sg	https://kemlu.go.id/singapore
Lao PDR	51 Goldhill Plaza #13-04/05 Goldhill Plaza Singapore 308900	6250 6044 6250 6741	laoembsg@gmail.com laoembsg@singnet.com.sg	
Malaysia	301 Jervois Road Singapore 249077	6235 0111	mwsingapore@kln.gov.my protocol@mhc.org.sg	
Myanmar	15 St. Martin's Drive Singapore 257996	6735 0209	ambassador@mesingapore.org.sg ambassador@myanmarembassy.org	
Philippines	20 Nassim Road Singapore 258395	6737 3977	singapore.pe@dfa.gov.ph php@philembassysg.org	http://www.philippine-embassy.org.sg
Thailand	370 Orchard Road Singapore 238870	6737 2475, 6737 2476	thaisgp@singnet.com.sg (Admin) consular@thaiembassy.sg (Consular)	http://www.thaiembassy.sg
Vietnam	10 Leedon Park Singapore 267887	6462 5938	vnemb.sg@mofa.gov.vn	