ILO/SKILLS-AP/Japan Regional technical workshop and study programme
on skills training in the workplace
Overseas Vocational Training Associations, Chiba, Japan
1 - 5 February 2010

PROGRAMME

MONDAY, 1 FEBRUARY 2010

0830 – 0900  Registration

0900 – 0930  Opening addresses
- Mr Shinichi Hasegawa, Director, ILO Japan
- Mr Shinichi Ozawa, Director, Overseas Cooperation Division, Human Resources Development Bureau, Ministry of Health, Labour and Welfare, Japan
- Mr Isao Aoki, President, OVTA

0930 – 1000  Introduction of participants
Programme and arrangements for the meeting
Group photograph

1000 – 1030  Tea/coffee break

1030 – 1100  Selection of workshop session chairs and panel members
Individual meetings of Government, Employer and Worker participants
Coordinated by: Ray Grannall, Regional Senior Adviser on Skills Development, ILO ROAP

1100 – 1230  Technical session 1: Skills development in the workplace – ILO perspective and the international experience
Panel chairperson: Government participant
Presentations:
Ray Grannall, Regional Senior Adviser on Skills Development, ILO ROAP
Japan experience

Comments from panel members:
Workers’ and employers’ perspectives (5 minutes each)

1230 – 1400  Welcome lunch hosted by OVTA

1400 – 1430  Introduction to training and skills assessment in the workplace
Presentation: ILO consultant

1430 – 1530  Technical session 2A: Skills development in the workplace: How it is operated and how the skills need is assessed - experience of countries in the skills assessment (3 countries)
- ways that skills development in the workplace operates in your country
- the extent to which workplace learning is supported by government and the various employer and worker organizations
- labour market structure and labour market information;
- skills training and job assessment systems
Panel chairperson: Worker participant
Country presentations: Government representative from India, Indonesia, and Malaysia (10 minutes each) workers’ and employers’ views (5 minutes each)

1530 – 1600 Tea/coffee break

1600 – 1700 Technical session 2B: Skills development in the workplace: How it is operated and how the skills need is assessed - experience of countries in the skills assessment (continued)
- ways that skills development in the workplace operates in your country
- the extent to which workplace learning is supported by government and the various employer and worker organizations
- labour market structure and labour market information;
- skills training and job assessment systems
Panel chairperson: Government participant
Country presentations: Government representative from Philippines, Sri Lanka, and Thailand (10 minutes each) workers’ and employers’ views (5 minutes each)

TUESDAY 2, FEBRUARY 2010

0900 – 1000 Technical session 3: Workplace learning and designing training programmes to meet specific workplace needs
Panel chairperson: Employer participant
Presentations by: ILO consultant, Japan expert

Comments from panel members: Government’s and workers’ perspectives

1000 – 1030 Tea/coffee break

1030 – 1145 Technical session 4: Competency based training programmes to meet specific workplace needs
Panel chairperson: Worker participant
Presentations by: Ray Grannall, Regional Senior Adviser on Skills Development, ILO ROAP

Comments from panel members: Government’s and employers’ perspectives

1145 – 1230 1st Working group discussion: Designing training programmes to meet specific workplace needs
Panel chairperson: Government participant
Introduced by: ILO consultant
Three working groups (mixed according to country and background)

1230 – 1400 Lunch

1400 – 1445 Presentations from the 1st working group discussions
Panel chairperson: from previous session (Government)
Presentations from: Chairs of the working groups (10 minutes each)

1445 – 1530 Technical session 5: Partnerships between industry and training organizations
Panel chairperson: Employer participant
Presentations by: ILO consultant
Japan Expert

Comments from panel members:
Governments’ and workers’ perspectives (5 minutes each)

1530 – 1600  Tea/coffee break

1600 – 1700  Introduction to the field visit programme and reporting
- Japanese approach to learning and training in the workplace
- Overview of the visit programme – OVTA representative
- Data collection – ILO consultant
- Introduction of development of national action plans

WEDNESDAY 3, FEBRUARY 2010

0900 – 0945  Technical session 6: Introduction to professional development for trainers and instructors
Panel chairperson: Worker participant
Presentations by: ILO consultant
Japan Expert

0945 – 1015  2nd Working group discussion - Upgrading and supporting trainers and instructors
Panel chairperson: from previous session (worker participant)

1015 – 1045  Tea/coffee break

1045 – 1115  Presentations from the 2nd working group discussions
Panel chairperson: from previous session (worker participant)
Presentations from: Chairs of the working groups (10 minutes each)

1115 – 1200  Development of national action plans (preparation for country working groups on Friday 5 February)
- Using various methods to identify workplace training needs;
- Strategies to identify demand for training.
- International cooperation:
- Cooperation in sharing information and experiences on skill
- Changes to Government regulation required
- Government support required
Introduced by: Ray Grannall

1200 – 1330  Lunch

1330  Site Visit: A company which accepts technical interns from overseas
Stay overnight at Yokohama, Kanagawa prefecture
THURSDAY 4, FEBRUARY 2010

Morning: Kanto Polytechnic Center of Employment Human Resource Development Organization

Afternoon: Polytechnic University
- Further discussion on partnerships between industry and training organization by Japan Expert

Return to OVTA, Chiba

FRIDAY, 5 FEBRUARY 2009

0830 – 0900  De-briefing from the field visits
  • Key features observed
  • Lessons learnt
Panel chairperson: Government participant

0900 – 1000  Development of national action plans (Country working groups)
Panel chairperson: Ray Grannall

1000 – 1030  Tea/coffee break

1030 – 1100  Development of national action plans (continues)

1100 – 1200  Presentations of the national reports and action plans
Panel chairperson: from previous session
Panel: Representatives of the country working groups: India, Indonesia, Malaysia, Philippines (15 minutes each)

1200 – 1330  Lunch

1330 – 1430  Presentations of the national reports and action plans (continues)
Panel chairperson: from previous session
Panel: Representatives of the country working groups: Sri Lanka and Thailand (15 minutes each)

Open discussion

1430 – 1530  Synthesis of major issues
  • Issues identified in the meeting
  • discussion of follow up action
Panel chairperson: Ray Grannall, ILO SKILLS–AP
Synthesis and review by: ILO consultant

1530 – 1600  Tea/coffee break

1600 – 1630  Closing session
Chairperson: ILO and OVTA
Statements by: Representatives of Governments, Employers’ and Workers’ organizations

1800  Farewell party hosted by OVTA