

ILO/SKILLS-AP/Japan/ Regional Workshop and Study Programme on Skills Development in the Workplace

Overseas Vocational Training Association, Chiba, Japan
27 January to 6 February 2009

DRAFT PROGRAMME

TUESDAY, 27 JANUARY 2009

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| 0830 – 0900 | Registration |
| 0900 – 0940 | <p><i>Opening Addresses</i>
 Mr Masahiko Hayashi, Deputy Director, ILO Japan
 Mr Masaharu Tanaka, Director, Overseas Cooperation Division, Human Resources Development Bureau, Ministry of Health, Labour and Welfare, Japan
 Mr Isao Aoki, President, OVTA</p> |
| 0940-1000 | <p><i>Introduction of participants</i>
 Programme and arrangements for the meeting
 Group photograph</p> |
| 1000 – 1030 | Tea/coffee break |
| 1030 – 1100 | <p><i>Selection of Workshop Session Chairs and Panel Members</i>
 Individual meetings of Government, Employer and Worker participants
 Coordinated by: Ray Grannall, Manager, SKILLS-AP</p> |
| 1100 – 1210 | <p><i>Technical session 1: Skills Development in the workplace - the international experience</i>
 Panel Chairperson: Government participant
 Presentations: David Lancaster, ILO Consultant
 Nobuo Matsubara, Deputy Director
 Overseas Cooperation Division, MHLW, Japan</p> |
| 1210 – 1230 | <p><i>Comments from Panel members:</i>
 Workers' and employers' perspectives (5 minutes each)</p> |
| 1230 – 1400 | Welcome lunch hosted by OVTA |
| 1400 – 1515 | <p><i>Technical session 2A: Skills Development in the Workplace : How it operates and how it is supported - experience of countries in the region</i>
 <ul style="list-style-type: none"> • 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 and organizations • the status and issues of the returned trainee/workers, who have acquired skills through the international scheme, such as the Technical Internship Training Programme Panel Chairperson: Employer participant</p> |

Country presentations: Government representative from Bangladesh, China and Indonesia (10 minutes each) workers' and employers' views (5 minutes each)

1515 – 1545 **Tea/coffee break**

1545 – 1700 ***Technical session 2B: Skills Development in the Workplace: How it operates and how it is supported experience of countries in the region (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 and organizations
- the status and issues of the returned trainee/workers, who have acquired skills through the international scheme, such as the Technical Internship Training Programme

Panel Chairperson: Worker participant

Country presentations: Government representatives from Philippines, Thailand and Vietnam (10 minutes each) workers' and employers' views (5 minutes each).

WEDNESDAY, 28 JANUARY 2009

0900 – 1000 ***1st Working Group Session: Identification of Key Issues***

Panel Chairperson: Government participant

Introduced by: Ray Grannall, Manager, ILO/SKILLS-AP

Three working groups (mixed according to country and background)

1000 – 1030 ***Presentations from the 1st Working Group discussions***

Panel Chairperson: from previous session

Presentations from: Chairs of the Working Groups (10 minutes each)

1030 – 1100 **Tea/coffee break**

1100 – 1210 ***Technical Session 3: Workplace learning and Designing Training Programmes to meet specific Workplace Needs***

Panel Chairperson: Employer participant

Presentations by: David Lancaster, ILO Consultant

Kazuo Takebuchi, AGP Co. Japan

1210 – 1230 ***Comments from Panel members:***

Government and workers' perspectives

1230 – 1400 **Lunch**

1400 – 1500 ***2nd Working Group Session: Designing Training Programmes to meet specific Workplace Needs***

Panel Chairperson: Worker participant

Introduced by: David Lancaster, ILO Consultant

Three working groups (mixed according to country and background)

1500 – 1530 **Tea/Coffee break**

1530 – 1600 ***Presentations of the 2nd Working Groups and discussion***

Panel Chairperson: from previous session (worker participant)

Presentation from: Chairs of the Working Groups

1600 – 1700 *Technical Session 4: Partnerships between Industry and Training Organizations*

Panel Chairperson: Government participant
Presentations by: David Lancaster, ILO Consultant

1700 – 1715 *Comments from Panel members:*
Workers' and employers' perspectives (5 minutes each)

THURSDAY, 29 JANUARY 2009

0900 – 1000 *Technical Session 5 - Workplace Learning – International examples*

Panel Chairperson: Employer participant
Presentation by: Yoshiyuki Fukuzawa, Director, Foreigner's Training Office, MHLW
Margaret Willis (Director VETAB Australia)

Comments from Panel members:
Government and workers' perspectives

1000 – 1030 *Tea/coffee break*

1030 -- 1045 *Technical Session 5a – Workplace Learning – Draft Guide*

Panel Chairperson: Government participant
Introduced by: Ray Grannall Manager SKILLS-AP
Introduction to the Draft Guide to Workplace Learning.

1045 -- 1115 *3rd Working Group Session: Guide to Workplace Learning*
Panel Chairperson: from previous session (Government participant)
Three working groups (mixed according to country and background)

1115 -- 1130 *Presentations of the 3rd Working Groups and discussion*
Panel Chairperson: from previous session (Government participant)
Presentation from Chairs of the Working Groups

1130 – 1230 *Technical session 6a: Skills Development in the Workplace: Labour market and skills assessment - experience of countries in the region*

- labour market structure and labour market information;
 - skills training and job assessment systems;
 - workplace learning within private sector organizations;
- Panel Chairperson: Worker participant
Country presentations: Government representative from Bangladesh, China and Indonesia (10 minutes each) workers' and employers' views (5 minutes each).

1230 – 1400 *Lunch*

1400 – 1500 *Technical session 6b: Skills Development in the Workplace: Labour market and skills assessment - experience of countries in the region (continued)*

- labour market structure and labour market information;

- skills training and job assessment systems;
 - workplace learning within private sector organizations;
- Panel Chairperson: Employer participant
Country presentations: Government representatives from Philippines, Thailand and Vietnam (10 minutes each) workers' and employers' views (5 minutes each).

1500 – 1530 **Tea/coffee break**

1530 – 1630 ***Technical Session 7: Recognition of Prior Learning (RPL) – RPL following skills development in another country***

Panel Chairperson: Worker participant
Introduced by: Ray Grannall, ILO SKILLS-AP; and
Presentation by: David Lancaster, ILO Consultant
Nobuo Matsubara, Deputy Director Overseas Cooperation Division, MHLW Japan

Comments from Panel members:

Government and Employers' perspectives

1630 – 1700 ***General Discussion***

FRIDAY, 30 JANUARY 2009

0900 - 1030 ***4th Working Group session: Supporting Trainees when they return Effective Approaches to Skills Development in the Workplace (three mixed working groups)***

- measuring workplace learning
 - skills training and job assessment systems;
 - recording information
- Panel Chairperson: Government participant
Introduced by: Ray Grannall and David Lancaster
Three mixed working groups

1030 – 1100 **Tea/Coffee Break**

1100 – 1130 ***4th Working Group Reporting Back***

Panel Chairperson: Government participant
Presentation from: Chairs/rapporteurs of the Working Groups

1130 – 1230 **TBA**

1230 – 1400 **Lunch**

1400 – 1530 ***Technical Session 8 – Workplace learning for technical, operational and management roles (Role of managers, project design, job shadowing, job sharing, mentoring programmes etc)***

Panel Chairperson: Employer participant
Introduced by: David Lancaster, ILO Consultant

Comments from Panel members:

Government and workers' perspectives

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 – David Lancaster, ILO consultant

SATURDAY, 31 JANUARY 2009

Own Arrangements

SUNDAY, 1 FEBRUARY 2009

P.M. ***Travel to Hiroshima***
Overnight in Hiroshima

MONDAY, 2 FEBRUARY 2009

A.M. ***Visit to Japanese enterprises***
(Details to be arranged)

P.M. ***Travel to Kyoto***
Overnight in Kyoto

TUESDAY, 3 FEBRUARY 2009

Visit to Japanese enterprises
(Details to be arranged)

Overnight in Kyoto

WEDNESDAY, 4 FEBRUARY 2009

Visit (to be arranged)

Return to Chiba ETA 16:00

THURSDAY 5, FEBRUARY 2009

0900 – 1030 ***De-briefing from the Field Visits***

- Key features observed
- Lessons learnt

Panel Chairperson: Worker participant
Introduced by: David Lancaster

1030 - 1100 **Tea/coffee break**

1100 – 1230 ***Development of National Action Plans (Country Working Groups)***

- Using various methods to identify workplace training needs;
- Strategies to identify demand for training.
- International cooperation:
- Cooperation in sharing information and experiences on skill
- Career development focusing on 'Workplace Learning'.

- Changes to Government regulation required
 - Government support required
- Panel Chairperson: Government participant
Introduced by: Ray Grannall

1230 – 1400 Lunch

1400 – 1700 *Development of National Action Plans (Country Working Groups)*
Continuation of discussion

FRIDAY, 6 FEBRUARY 2009

0900 – 1030 *Presentations of the National Reports and Action Plans*
Panel Chairperson: from previous session (Government)
Panel: Representatives of the Country Working
Groups: Bangladesh, China and Indonesia

Open discussion

1030 - 1100 Tea/coffee break

1100 – 1230 *Presentations of the National Reports and Action Plans*
Panel Chairperson: from previous session (Government)
Panel: Representatives of the Country Working
Groups: Philippines, Thailand and Vietnam

Open discussion

1230 – 1400 Lunch

1400 – 1500 *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: David Lancaster, ILO consultant

1500 – 1530 Tea/coffee break

1530 - 1600 *Closing session*
Chairperson: ILO and OVTA
Statements by: Representatives of Governments,
Employers' and Workers' organizations

17:30 *Farewell Party hosted by OVTA*