

Memorandum of Understanding

Between

National University of Laos, Faculty of Engineering
Lao People's Democratic Republic

Burapha University, Faculty of Education Chonburi
Rajamangala University of Technology Thanyaburi
Kingdom of Thailand

Universitas Pendidikan Indonesia (UPI)
Yogyakarta State University (YSU)
Republic of Indonesia

Nam Dinh University of Technology Education
Ho Chi Minh City University of Technical Education (UTE-HCM)
Socialist Republic of Vietnam

National Technical Training Institute (NTTI)
Cambodia

Universiti Tun Hussein Onn Malaysia (UTHM)
Malaysia

Tongji University Shanghai, Institute of Vocational Teacher Education
People's Republic of China

Southeast Asian Ministers of Education Organization-Regional Centre for Vocational and
Technical Education and Training (SEAMEO VOTEC)
Brunei Darussalam

and the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)
Germany

regarding mutual consent on a strategic partnership and cooperation
in implementing the joint project

Regional Cooperation Platform for Vocational Teacher Education in Asia (RCP)

General purpose

The parties of the Steering Group Meeting (SCM), held in Bangkok from August 17 to 19, 2011, and the new members present within the SCM held in Bangkok from January 17 to 18, 2013 envisage supporting and maintaining a **“Regional Cooperation Platform for Vocational Teacher Education in Asia (RCP)”**. It is in the common interest of all parties to participate in and contribute to establishing a mutual Platform to promote and generate synergies for Vocational Teacher Education development in the Southeast Asian region and the People’s Republic of China. The collaboration within the project supported by the German Ministry of Economic Cooperation and Development (BMZ) has a timeframe of over three years - from December 2010 until April 2014. The collaboration among the undersigning Asian members is, however, not limited to this period but is intended to continue beyond 2014 by further common interest of all involved members.

Article I Background

The lack of highly qualified and motivated teachers and trainers in the sector of Technical and Vocational Education and Training (TVET) is an overarching phenomenon in emerging economies in the Southeast Asian region which will shortly become the ASEAN Economic Community (AEC) by 2015. Teaching staff not only directly influence the quality of the workforce, but also have direct impacts on additional functions such as social integration and the support of regional learning and innovation processes. This presupposes that all teaching personnel is at the highest technical and vocational-pedagogic level and quickly available in order to respond to the requirements of economic and educational reform goals. RCP-VTE, designed as a multinational cooperation platform, was founded in 2009 through the common interest and active participation of various institutions of Vocational Teacher Education (VTE) from China, Laos, Thailand and Vietnam. The foundation was based on a common interest to enhance VTE at institutional and central levels to support emerging TVET developments in the respective countries. In its new shape, RCP-VTE will further support VTE developments and respective integration processes on policy and institutional levels. Thanks to its regional outlook, RCP will be able to generate and anchor academic and institutional know-how and thus be in a strategic position to substantially contribute to the upcoming reform and integration processes in the TVET sector in the Southeast Asian region and China.

Article II Participation

Official participants of RCP are the institutions mentioned under the preamble of this document. Further applications for RCP membership will be based on the condition that those member and partner institutions are operating successfully in the field of VTE and do fully accept and support the principles and fundamentals of RCP as laid out in this MoU. Upon acceptance of the applicant through the members of the steering group, the applicant will become a formal member of the RCP.

Article III Objectives of Cooperation

The main objective of the newly approved project reads as follows:

“The regional cooperation platform (RCP), as a forum for regional professional exchange in the field of vocational teacher education, has been established and the institutional capacity of the RCP’s members to contribute to regional integration processes is improved.”

Article IV Indicators of success

The regional network cooperation platform will provide:

1. At least 3 selected products (research, consultancy) of scientific quality level with a link to regional integration processes are to be published by September 2013. At least one of these products will also address gender issues. At least two recommendations for national reform approaches, which have been developed within the framework of the RCP, must be presented to the relevant national government bodies for vocational education by June 2013. In this context, bilateral projects, if available, will be involved and utilized.
2. At least two proposals for national reform that were initiated in the framework of RCP have been presented by June 2013 to the national (governmental) department responsible for vocational training. Bilateral projects, where relevant, will be included and utilized.
3. At least 60% of the participants in training sessions for teachers and management staff of the member institutions outline in a personal action plan how they intend to put the learning into improving their teaching, research and/or consulting work. At least 80% of the participants evaluate the training contents as relevant to (his/her) daily work. (Target: 150 participants)
4. At least 3 relevant member institutions - preferably universities – have been newly accepted in the platform.
5. A concept that formulates how the RCP can be sustained financially and institutionally by members or other international donors after the end of the German contribution. This will be compiled by June 2012, adopted by the Steering Group by December 2012 and presented to national and international decision-makers by March 2013.

Article V Scope of Activities

To reach the RCP’s objectives and indicators as well as to promote their exchange among its members and the cooperation of lecturers and decision-makers, joint activities will take place through a variety of different cooperation formats (e.g. meetings, conferences, joint trainings, project and working groups).

The undersigning parties, therefore, intend to cooperate especially in the below mentioned areas:

- Capacity building and meetings of experts;
- RCP conferences and meetings;
- Shared events, conferences and meetings within regional and/or international contexts;

- Research work and publications that address both national and regional VTE issues;
- Demand-based training measures for lecturers and vocational teacher students;
- Mutual learning and reciprocal consultation;
- Formulate statements or recommendations that can be used as references for policymaking purposes
- All other activities to strengthen the RCP.

Article VI Modes of cooperation

a) *Project responsibility*

The overall responsibility for the implementation of the BMZ-financed RCP project rests with the GIZ programme director. The GIZ is also responsible for the establishment of the RCP Secretariat at the IBB in Shanghai. The responsibilities of the members of this MoU are determined in the plan of operations which is an integral part of this MoU.

b) *Working foundations*

The fundamental principles for the cooperation within the framework of the RCP project specified in the following documents:

1. Plan of Operation (becomes integral part of this MoU after approval by the RCP's steering group);
2. Guidelines on rules and regulations of the members and GIZ;
3. The agreement on financing for research and other projects as laid out in Article VII of this MoU
4. Process, Status and Standards for membership in the RCP
5. Cooperation agreements with regional and international organisations
6. Recommendations for TVET, based on the results of the 1st Regional TVET-Conference in Hanoi, dated October 2012 (see Annex 1)
7. Thanyaburi Statement on Vocational Teacher Education dated January 18th 2013 (see Annex 2)

c) *Implementation structure*

The supervision of technical content and implementation of the RCP will be coordinated by RCP's secretariat in Shanghai and by the GIZ programme director. All RCP member institutions will designate one coordinator responsible for permanent communication and interaction regarding the timely implementation and monitoring of agreed project activities with the RCP secretariat in Shanghai. The RCP members will implement activities mentioned under Article V in the format of cross institutional working groups, task forces or sub-projects. Responsibilities and members of these teams are to be defined.

d) *Steering committee*

The RCP steering committee will be the strategic decision-making body of the RCP operations. It will consist of an elected chairperson, representatives of the RCP members and partners, as well as the GIZ project director and leading GIZ seconded expatriates (AMA) within the project management of the RCP Secretariat. GIZ programme and project directors of vocational education projects in RCP countries as well as independent international and local experts can be invited to 'extended steering committee meetings'.

e) *Tasks of the RCP Secretariat and personnel provisions*

The Secretariat will be responsible for the coordination of the project's implementation (see Plan Operation) and the quality management. GIZ will appoint one expert on vocational teachers' training and one project coordinator to work permanently for the RCP Secretariat. IBB will appoint one professional staff member to work with the RCP's secretariat.

f) *Academic Cooperation*

The major focus of the academic cooperation within the RCP is the applied initial and further education of vocational teachers, trainers and managers. Annual research topics will be defined depending on local and regional demands and developments. The partner universities are called upon to formulate and to send requests to the RCP secretariat. The partner universities will be supported via a number of measures including:

- Academic support in conducting and implementing the research projects;
- Assistance from German universities in developing the RCP into a sustainable platform;
- Building a network of experts and consultants.
- Exchanging lecturers and/or academic staff
- Sharing research information, thorough among others online journal systems.

ITB Bremen

Article VII Cooperation and Partners

a) The cooperation with the German supported bilateral projects on TVET and employment promotion in the partner countries is perceived as an additional success factor. RCP aims to support complementary to the respective goals and indicators of those projects and to act in line with the recommendations of the 1st Regional TVET-Conference in Hanoi dated October 2012 and the "Thanyaburi Statement" dated January 2013. (please compare article VI: Modes of cooperation;b) Working foundations)

b) To have higher impacts on national and regional levels, the RCP is aiming to intensify its transnational cooperation with regional and international organisations in the region (e.g. UNESCO, UNEVOC, ILO, SEAMEO VOTTECH, ASEAN, CPSC, and AUN). Moreover, the RCP aims to enter a political dialogue with the political decision-makers in the partner countries and/or at the regional level. This will be done in close contacts and/or via the above mentioned regional and international organisations.

c) The cooperation with the business and industry sectors is recognized to be indispensable for adjusting vocational training contents to industry needs. The RCP will, therefore, promote the partnership between its university partners and private companies where possible and promising.

Article VIII Financing

a) *German contribution*

The project will be financed by the German Ministry of Economic Cooperation and Development (BMZ). The total German contribution to run the project over a period of three years, will be a maximum of three million (3,000,000) Euro. This also covers overall management costs incurred by GIZ, including financial support for advisory services, capacity-building measures, conferences and meetings as well as for joint research and selected sub-projects implemented by RCP members.

b) *Member contributions*

Partner institutions shall provide one professional staff member to liaise and coordinate with the RCP. They shall also provide personnel and/or financial contributions for RCP's activities as agreed upon in the Plan of Operation (e.g. remuneration of assigned colleagues, office and travel costs, carrying out conferences and workshops, stationary etc.).

c) *Financial management*

Financial management, administration of contracts and financial monitoring will be done by each funding member and partner according to the rules and regulations of GIZ and members/partners. The financial and administrative management of the BMZ funding will be supervised by the GIZ personnel in the RCP Secretariat with the support of the GIZ offices in RCP partner countries.

d) *Additional financial resources to be retrieved*

All involved partner institutions declare herewith that they will use their highly estimated opportunities and potential to obtain additional financial resources to ensure the sustainability of the Regional Cooperation Platform for Vocational Teachers' Training in Asia beyond the duration of the German-funded project.

Article IX Duration

If it is not extended, this MoU is valid until the end of the German funded project (April 2014).

Article X Agreement clause (final clause)

This memorandum shall take effect upon being signed by all parties involved and shall remain in effect until the end of the German-funded RCP project.

Article XI Archive of Signatures

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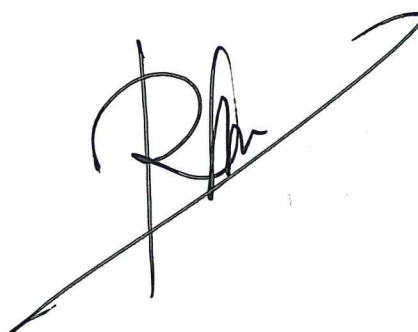
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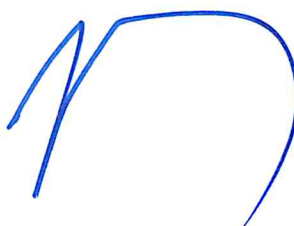
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