



**ASEAN-JAPAN FRIENDSHIP ASSOCIATION FOR THE 21ST CENTURY (AJAFA-21)
24th Executive Council Meeting 2012 – VIETNAM**

(17-20 February 2012)

REGISTRATION FORM

Completed FORM is to be submitted by FAX> +84-4-62631947 or EMAIL> lehongnhung2@yahoo.com before 5 February 2012

PARTICIPANTS PARTICULARS

Name & surname			Country	
			Passport No	
			Expiry Date	
HOME address			Religion	
			Age	
			Date of Birth	
			Gender*	
HOME contacts	Tel		Fax	
OFFICE address			Marital status	
			Job Designation	
			OFFICE Tel	
Email addresses	1		2	

PARTICIPANTS ALUMNI MATTERS

Name of your Association		Year visited Japan	
Membership status*		Homestay in Japan	
Name of Category Group during in Japan		Ex-participants of Youth Invitation Programme *	

PREFERENCES

Religion	Name:	
	Restricted Foods: (For religious reasons only)	
Allergy	Kind/ name of Foods:	
	Kind/ name of the medicine:	
Vegetarian	<input type="checkbox"/> Yes (Restricted foods: <input type="checkbox"/> Meat <input type="checkbox"/> Fish <input type="checkbox"/> Egg <input type="checkbox"/> Dairy <input type="checkbox"/> Others (specify: _____) <input type="checkbox"/> No	
Case History and Prescription Drugs	Case History :	Prescription Drugs :

TRAVELLING INFORMATION

ARRIVAL		DEPARTURE	
Date of Arrival		Date of Departure	
Time of Arrival		Time of Departure	
Flight No		Flight No	
Place of arrival		Place of departure	

COMMITMENT BY PARTICIPANT

Signature of participant:	Signature of Witness:
	Name:

Note:

- Registration must be well completed & written clearly in block letters.
- Witness to the participants must be from among the alumni Committee Member from the Secretary General designation and above.
- Marked * - Kindly indicate selection. Leave blank for any part of the Registration Form which is not applicable to the participant.

Note:

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- Witness to the participants must be from among the alumni Committee Member from the Secretary General designation and above.
- Marked * - Kindly indicate selection. Leave blank for any part of the Registration Form which is not applicable to the participant.

FOR SECRETARIAT USE ONLY

REGISTRATION OF PARTICIPANT			
Registration category*	Ex-participants / Alumni Member / Non Ex-participants / Non Alumni Members / Special guest		
Registration Fees amount*		AJAFA-21 Fund contribution*	Singapore \$10.00 / Nil
Received endorsement by VACYF Treasurer		Receipt reference no	

Host organisation:

VIETNAM ALUMNI CLUB OF YOUTH FRIENDSHIP PROGRAMS (VACYF)
VACYF secretariat, No 62 Ba Trieu Str., Hoan Kiem District, Hanoi, Vietnam
Tel: +84-4-62631938-42 * Fax: +84-4-62631947 (Attn VACYF) * Email: lehongnhung2@yahoo.com



**The 24th ASEAN – Japan Friendships Association for 21st Century (AJAFA – 21)
Executive Council Meeting 2012, 17 – 20 February 2012, Hanoi, Vietnam**

Tentative Program

Date	Time	Programs/Activities	Venue	Attire
Day 1 Friday 17 Feb 2012	All day	Arrival of delegates Hotel check in	Noi Bai International airport	Casual
	18.30-20.00	Welcome dinner		
Day 2 Saturday 18 Feb 2012	Morning	Breakfast		
	9.00 – 9.30	Opening session a) Welcome remarks and Introduction by Chairperson of VACYF Vietnam. b) Speech by Chief Representative, JICA Vietnam Office. c) Speech by AJAFA – 21 current Chairperson, FYAA Thailand. d) Photo session.		Formal
	9.30 – 10.00	Coffee break		
	10.00 – 11.30	e) Briefing about the AJAFA – 21 Meeting and Adoption of Agenda by the Council. f) Reporting of AJAFA – 21 Activities and Financial status for year 2011 by current Chairperson, FYAA Thailand. g) Electing the new Chairperson and AJAFA – 21 Secretariat for year 2012. h) Adoption of Minutes of meeting of the 23rd AJAFA – 21 ECM 2011 held in Bangkok, Thailand. i) Matters arising from the Minutes of Meeting and approval of the Minutes of Meeting by the Council. j) Country report presentation from each Alumni (alphabetical order).		Formal
	12.00 – 13.30	Lunch		
	13.30 – 17.30	g) Continuation of Country report presentation.		Formal
	18.00	Dinner		
Day – 3 Sunday 19 Feb 2012	Morning	Breakfast		
	8.30 – 10.00	1. Reporting and discussion on AJAFA – 21 activities and administration matters. a) Regional Youth Leaders Forum (RLF). - Reporting the RLF 2011 held in Indonesia by KAPPIJA - Deciding on the next RLF 2012 b) Reporting and hand-over of AJAFA – 21 fund and latest statements to new AJAFA –		Formal

		21 Secretariat. c) AJAFA – 21 Video Conferencing – Arising matters for action.		
	10.00 – 10.15	Coffee Break		
	10.15 – 11.45	2. Discussion and recommendation for AJAFA – 21 activities or cooperation activities. - Discussion on “ Youth and Human Resource Development ”. 3. Discussion on the next AJAFA – 21 ECM (25 th AJAFA – 21 ECM).		Formal
	12.00	Lunch		
	14.00 – 17.00	4. Reviewing the Minutes of Meeting and Resolutions of the 24 th AJCAFA – 21 ECM 2012 for Council approval. 5. Closing ceremony a) Closing remarks by AJAFA – 21 Chairperson b) Signing on the Minutes of Meeting and resolutions c) Speech by Representative of JICA Vietnam Office d) Presentation of certificates and gift exchanges		Formal
	18.00	Farewell Dinner		Formal
Day – 4 Monday 20 Feb 2012	Morning	Breakfast		
	All day	Departure to the participants’ respective countries	Noi Bai International Airport.	Casual