



**The 5th Partners Meeting
of the
“Academy of ICT Essentials for
Government Leaders”**

*27-29 November, 2013
Bali, Indonesia*

- AIDE MEMOIRE -

BACKGROUND

Launched in 2008, the Academy of ICT Essentials for Government Leaders ('Academy') is APCICT's flagship initiative to equip government officials with requisite knowledge and skills to leverage ICTs for achieving national socio-economic development goals. Since its launch, the Academy has grown to include 11 stand-alone but inter-linked modules and has been rolled-out in 27 countries in Asia and the Pacific and beyond, including in Africa, Latin America and the Caribbean, and Western Asia. It has been integrated into civil service training programmes in many of those countries.

Behind the rapid uptake and unprecedented achievement of the Academy lies steadfast support and commitment of APCICT's partners around the region. To foster on-going collaboration, APCICT hosts the Academy Partners Meeting to bring its existing and prospective partners together. Over the course of years, the APM has become an important platform for open dialogue, knowledge sharing and peer-learning among APCICT and its partners. APM has been instrumental in ensuring coherence among the diverse pathways Academy has been implemented and creating the culture of collaboration and ownership among the partners

The Fifth Annual Academic Partners Meeting will be held on 27-29 November 2013 in Bali, Indonesia. The upcoming Meeting will review the status and achievements of the Academy, showcase upcoming content, provide opportunities for partners to share strategies and experiences of Academy implementation, and discuss ways in which APCICT and its partners can improve effectiveness and impact of the Academy programme.

In addition, this year's meeting will mark the launch of APCICT's Knowledge Sharing Series (KSS) Issue 3: Government Chief Information Officer (GCIO) Programme Development in Developing States. Designed as a complementary resource to the Academy Programme, the KSS issue will offer practical guidelines and know-how on developing a competency-based GCIO programme for promoting ICT-enabled socio-economic development.

The Academy Partners Meeting will also coincide with the National GCIO Workshop organized by the Ministry of Communication and Information Technology of the Republic of Indonesia. Government officials participating in the training will join Academy Partners in the launch of APCICT's GCIO Programme.

OBJECTIVES OF THE MEETING

The Fifth Academy Partners Meeting aims to:

- Review the current status of the Academy, including programmes and activities conducted by APCICT and its partners;
- Discuss and develop strategies for further expansion and enhancement of the Academy programme at the sub-regional and national levels;
- Discuss upcoming Academy modules and knowledge resources to enhance the quality of their content and their suitability to the target audience;
- Exchange knowledge, experiences and lessons learned in Academy adoption and implementation, promote South-South cooperation and develop collaborative strategies among partners;
- Strengthen networking and partnerships between APCICT and partner institutions; foster continued peer learning among them.

EXPECTED OUTCOMES

At the end of the meeting, the following outcomes are expected to be achieved:

- Academy partners have a better appreciation and understanding of the status and achievements of the Academy programme;
- Academy partners have developed a roadmap of for expanding sub-regional and national roll-out of the programme;
- Comments and feedback from APCICT's partners on how to enhance the quality of APCICT's training content and knowledge resources have been received;
- Academy partners are better informed of best practices from other countries that can enhance the reach and impact of the Academy programme in their own countries;
- Opportunities for further synergy and collaboration amongst partners have been discussed.

KEY AREAS FOR DISCUSSION

Over the course of the Meeting, the following issues will be discussed.

- ***Review of the Status and Progress of the Academy Programme.*** APCICT will brief the partners on the current status and progress of the Academy. National partners will also share their experiences in rolling out the Academy in their countries through presentations and poster sessions, including lessons learned and future plans.

- ***Introduction to New Academy Modules and Resources***
 - ***Academy Module on Social Media for Development (M11).*** Following rigorous multiple rounds of review, APCICT finalized the latest Academy Module on Social Media for Development (Module 11) which is intended to provide a learning resource for government officials and policymakers on using social media tools and technologies in governance, citizen engagement, public communications and service delivery.

 - ***Social Media Guidelines for Government.*** APCICT is developing a supplementary resource to Module 11 titled “Understanding, Implementing and Managing Social Media in Government” (tentative title) that provides practical information on how governments can use various social media tools and technologies. The draft of the guidelines will be introduced to participants for comments and feedback before finalization.

 - ***Academy Module on ICT and Small and Medium Enterprises (SMEs).*** APCICT has commenced development of a new Module on ICT for Small and Medium Enterprises (Module 12) that will provide a holistic view of current trends on ICT and the SMEs; describe how ICTs are changing the business environment and practices; provide SME managers with guidelines for ICT-driven business development; and provide governments with ideas for catalytic support. The draft Module will be introduced to participants in order to collect comments for further enhancement.

- ***Promoting Knowledge Sharing in Asia and the Pacific.*** To help strengthen the Academy programme and to provide further support to Academy partners in developing and implementing ICTD capacity-building initiatives, APCICT undertakes knowledge-sharing activities which include the publication of the Knowledge-Sharing Series (KSS) as well as the provision of advisory services to Member States. On the first day of the Meeting, APCICT will launch the third KSS issue on the topic of GCIO Programme

Development. Partners will engage in a discussion on how APCICT's GCIO programme can be utilized effectively in the region. Participants will also be introduced to a new issue under the KSS on the topic of Enterprise Architecture that will be a useful resource to GCIOs in the region.

- ***Enhancing Online Delivery Channels for the Academy Programme.*** Open and distance learning is an effective tool for expanding the reach of training delivery. To consolidate its strategy on open and distance learning and establish partnerships with institutions to expand access to the Centre's ICTD courses, APCICT developed country case studies that take stock of open and distance learning initiatives in Asia and the Pacific that would be useful in identifying capacity gaps as well as opportunities to address key challenges. The outcome of the case study research will be shared with Academy partners with a view to developing a plan to support distance learning initiatives of partner institutions as well as scale up the Centre's distance learning platform.
- ***ICTD Competency Standards and Indicators.*** In this year's Meeting, APCICT will present widely used ICTD competency standards and indicators in the context of ICTD human capacity development and discuss their relevance and usefulness to capacity building.
- ***Plans for the coming year 2014:***
 - *Partners:* Academy partners will discuss their programme implementation and expansion plans for 2014.
 - *APCICT:* APCICT will present and discuss plans for 2014 including new module development, localization and customizing, strengthening of local resource persons and knowledge-sharing strategies.

ORGANIZATION OF THE MEETING:

The Fifth Academy Partners Meeting will be held in Bintang Bali Hotel in Bali, Indonesia on 27-29 November 2013. The Meeting programme is enclosed.

PARTICIPANTS

Around 40 participants from the governments, academia, civil society, private sector, and regional and international organizations representing Academy partner institutions are expected to attend the Meeting.

PROGRAMME
27 NOVEMBER, 2013 (DAY 1, WEDNESDAY)

TIME	DESCRIPTION
08:30 – 09:00	Registration
09:00 – 09:40	<p>Joint Opening Session (5th APM and MCIT National GCIO Workshop)</p> <ul style="list-style-type: none"> • Welcome Remarks from <i>Mr. Aizirman Djusan, Head of CIT and HR Research and Development Agency, Ministry of Communication and Information Technology, Indonesia</i> • Welcome Remarks from <i>Ms. Hyeun-Suk Rhee, Director, UN-APCICT/ESCAP</i> • Group photo
9:40 – 11:10	<p>Session 1: Launch of APCICT's Government Chief Information Officer (GCIO) Programme</p> <ul style="list-style-type: none"> • Presentation on the "Importance and Role of a Government Chief Information Officer" <ul style="list-style-type: none"> ◦ <i>Mr. Emmanuel Lallana, CEO, Idea Corps Philippines</i> • GCIO Roundtable Session: Country Perspectives on GCIO Programme Development <ul style="list-style-type: none"> ◦ <i>Mr. Alexander Arevalo, ICT Consultant, Office of the Chief Justice, Supreme Court of the Philippines</i> ◦ <i>Mr. Almaz Bakenov, Director, National Information Technology Center, Kyrgyzstan</i> ◦ <i>Mr. Siaosi Ofa Sovaleni, Chief Executive Officer Ministry of Public Enterprises, Tonga</i> ◦ <i>Mr. Yudho Giri Sucahyo, Senior Lecturer, Faculty of Computer Science, University of Indonesia</i> ◦ <i>Mr. Saleem Zoughbi, Expert Project Manager and Adviser, United Nations University - International Institute for Software Technology, Former ICT Regional Adviser UN-ESCWA</i> ◦ <i>Mr. Lee Jaedu, Principal Researcher, National Information Society Agency, Republic of Korea</i> • Presentation on "Enterprise Architecture and Korea's Experience" <ul style="list-style-type: none"> ◦ <i>Mr. Lee Jaedu, Principal Researcher, National Information Society Agency, Republic of Korea</i> • Launch of the Knowledge Sharing Series Issue 3 on "GCIO Programme Development in Developing States" (Group Photo)
11:10 – 11:30	<i>Coffee Break / Poster Session</i>
11:30 – 13:00	<p>Session 2: Reviewing the Status and Progress of the Academy Programme</p> <ul style="list-style-type: none"> • This session will review the status and progress of the Academy since the last APM. <ul style="list-style-type: none"> ◦ <i>Mr. Robert de Jesus, Programme Officer, UN-APCICT/ESCAP</i> • National presentations will also be made by selected partners on the current status of their Academy roll-out; challenges, opportunities, and lessons learned; and plans for further dissemination. <ul style="list-style-type: none"> ◦ <i>Ms. Gati Gayatri, Director, Research and Development Centre of Literacy and Profession, MCIT, Indonesia</i>

	<ul style="list-style-type: none"> ○ <i>Ms. Malou Aquilizan, Acting Director, National Computer Institute, Philippines</i> ○ <i>Mr. Wasantha Deshapriya, Director, Re-Engineering Government, Information and Communication Technology Agency of Sri Lanka</i> ○ <i>Mr. Assomidin Atoev, Chairman, Association of Internet Service Providers, Tajikistan</i>
13:00 – 14:00	<i>Lunch</i>
14:00 – 15:30	<p>Session 3: Presentation on Academy Module on Social Media for Development (M11)</p> <ul style="list-style-type: none"> • This session will present an overview of the finalized Academy Module 11 on Social Media for Development. Participants will also share their ideas on effective roll-out strategies for the Module. <ul style="list-style-type: none"> ○ <i>Mr. Emmanuel Lallana, CEO, Idea Corps Philippines</i>
15:30 – 16:00	<i>Coffee Break / Poster Session</i>
16:00 – 17:30	<p>Session 4: Presentation on “Understanding, Implementing and Managing Social Media in Government (tentative title)”</p> <ul style="list-style-type: none"> • A draft of “Understanding, Implementing and Managing Social Media in Government (tentative title)”, intended as a supplementary resource to Module 11, will be introduced to participants for comments and feedback. <ul style="list-style-type: none"> ○ <i>Mr. Gohar Khan, Assistant Professor, Korea University of Technology and Education</i>
18:00 – 20:00	<i>Dinner</i>

28 NOVEMBER, 2013 (DAY 2, THURSDAY)

TIME	DESCRIPTION
08:30 – 09:00	Registration
09:00 – 09:10	Introduction of the Day 2 Agenda
09:10 – 10:30	<p>Session 5: <i>Presentation on Academy Module on ICT and Small and Medium Enterprises (SMEs)</i></p> <ul style="list-style-type: none"> • This session will present the draft Academy Module on ICT and Small and Medium Enterprises (Module 12), APCICT’s latest Academy Module which will be finalized in 2014. Meeting participants will have opportunity to provide comments and feedback to enhance the current draft. <ul style="list-style-type: none"> ○ <i>Mr. Vadim Kotelnikov, Director-General, Congress Prominvest</i>
10:30 – 11:00	<i>Coffee Break / Poster Session</i>
11:00 – 12:30	<p>Session 6: <i>Presentation on Academy Module on ICT and Small and Medium Enterprises (SMEs) (continued)</i></p> <ul style="list-style-type: none"> • Meeting participants will continue to share their comments and feedback on the draft Academy Module on ICT and Small and Medium Enterprises (Module 12). • Presentation on crowdfunding and its role in promoting socio-economic growth and development. <ul style="list-style-type: none"> ○ <i>Mr. Vadim Kotelnikov, Director-General, Congress Prominvest</i>
12:30 – 14:00	<i>Lunch</i>
14:00 – 15:30	<p>Session 7: <i>Strengthening and Diversifying Delivery Channels</i></p> <ul style="list-style-type: none"> • The session will review open and distance learning initiatives in Asia and the Pacific with a view to developing a plan to support partner institutions as well as scale up the APCICT’s distance learning platform <ul style="list-style-type: none"> ○ <i>Ms. Christine Apikul, Consultant, UN-APCICT/ESCAP</i> ○ <i>Mr. Dimas A. Prasetyo, Coordinator of Program Development and Application at the Computer Centre, Universitas Terbuka, Indonesia</i> ○ <i>Mr. Askar Kutanov, Regional Coordinator of EC-CAREN Project</i>
15:30 – 16:00	<i>Coffee Break / Poster Session</i>
16:00 – 17:30	<p>Session 8: <i>ICTD Competency Standards and Indicators</i></p> <ul style="list-style-type: none"> • This session will introduce widely-used competency standards and indicators and their relevance and potential utility in ICTD capacity building efforts. <ul style="list-style-type: none"> ○ <i>Ms. Yoonee Jeong, Consultant, UN-APCICT/ESCAP</i>
18:00 – 20:00	<i>Dinner</i>

29 NOVEMBER, 2013 (DAY 3, FRIDAY)

TIME	DESCRIPTION
08:30 – 09:00	Registration
09:00 – 09:10	Introduction of the Day 3 Agenda
09:10 – 10:30	<p>Session 9: <i>Group Discussion on Academy National Implementation</i> Participants will break out into groups to discuss the following points:</p> <p><i>Discussion Points</i></p> <p><u>National Programme Adoption and Expansion</u></p> <ul style="list-style-type: none"> • What do you think are the strengths of the Academy implementation in your country? <ul style="list-style-type: none"> - <i>e.g. top level support, resources, planning, coordination mechanisms, etc.</i> • What should be done to expand the programme to reach more people in your country? <ul style="list-style-type: none"> - <i>e.g. stakeholder buy-in, frequency of trainings, etc.</i> • What additional delivery channels can be utilized? And how do we start using them? <ul style="list-style-type: none"> - <i>e.g. social media, online tools, traditional media, etc.</i> <p><u>Academy Localization and Customization</u></p> <ul style="list-style-type: none"> • Which of the Academy modules are of interest to your country? • How do we make the Modules more relevant and applicable to your country and the needs of government officials and policymakers? <ul style="list-style-type: none"> - <i>e.g. content customization, etc.</i> • How do we gather locally relevant case studies? <p><u>Challenges and Obstacles</u></p> <ul style="list-style-type: none"> • What are the challenges and obstacles in implementing the Academy programme in your country? • What kind of support does your country need from APCICT? <ul style="list-style-type: none"> - <i>e.g. advisory services, resource persons, etc.</i> <p><u>Partnerships and Collaborations</u></p> <ul style="list-style-type: none"> • Are there additional partners either with you, or with APCICT that should be engaged to strengthen the Academy in your country? • How can they contribute to the Academy programme? <ul style="list-style-type: none"> - <i>e.g. what value-added can they bring?</i> <p><u>Promotion and Outreach</u></p> <ul style="list-style-type: none"> • How do we raise awareness of the importance of ICTD human capacity building in your country? • How do we increase the visibility of the Academy in your country? • What media and outreach strategies and tools are needed? <p><u>Other relevant points</u></p> <ul style="list-style-type: none"> • Any other issues for consideration concerning national implementation. <p>Moderators: <i>Mr. Robert de Jesus and Mr. Timothy Loh, Programme Officers, UN-APCICT/ESCAP</i></p>
10:30 – 11:00	<i>Coffee Break / Poster Session</i>

11:00 – 12:30	Session 10: Presentations of the Group Discussions
12:30 – 14:00	<i>Lunch</i>
14:00 – 15:30	<p>Session 11: Roundtable on Strengthening the Academy Programme Topics for discussion</p> <ul style="list-style-type: none"> ○ Enhancing the Academy curriculum: updating current and developing new modules ○ Leveraging online and social media tools in marketing the Academy programme ○ Partnership-building for the Academy Programme (with governments, civil society, private sector, academe, and other international organizations) ○ Other relevant discussion points <p>Moderator: <i>Ms. Hyeun-Suk Rhee, Director, UN-APCICT/ESCAP</i></p>
15:30 – 16:00	<p>Closing Session</p> <ul style="list-style-type: none"> • Closing Remarks, <i>Ms. Gati Gayatri, Director, Research and Development Centre of Literacy and Profession, MCIT, Indonesia</i> • Closing Remarks, <i>Ms. Hyeun-Suk Rhee, Director, UN-APCICT/ESCAP</i>

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