



**Asia-Europe Meeting**

**the ASEM Education Secretariat**

# **Compiling the Stocktaking Report 'From Seoul to Bucharest'**

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## Introduction

The ASEM Education Secretariat (AES) drafts the Stocktaking Report, based on the recommendations of the seminars and conferences and the outcomes of the output oriented activities. This stocktaking is intended to give an overview of policies implemented in the Member States, and activities which could enhance cooperation and take the ASEM education process further. This information is sent to the ASEMME host and the Senior Officials of the ASEM members, in order to add initiatives and set priorities.

In the Chair's Conclusions of ASEMME6 (CC 47) the Ministers mandated the ASEM Education Secretariat to reorganize the stocktaking of the ASEM Education Process for each priority area towards process reporting. The ministers believed that the biennial stocktaking report being further developed/optimized with a view providing a detailed and standardized collection and analysis of results without duplicating existing reports on OECD, UNESCO, EU level etc. can provide valuable input to the Senior Officials' Meetings.

Based on this mandate, the ASEM Education Secretariat believes that a stocktaking report with more analysis of results and conclusions of the different ASEM Education initiatives, can only be successful with the support of experts from ASEM partners. Therefore, the ASEM Education Secretariat suggests some adjustments in the current process of developing the Stocktaking report. Below we outline our proposed process which should be further refined after the first phase.

## The process of writing, contributing and reviewing

### 1. Developing a template

During a physical Task Force Meeting in Brussel (17-18 September 2018) the current structure of stocktaking reports will be analyzed and improved in order to meet the expectations of the Chair's Conclusions.

The template is drafted by Task Force with the support from the ASEM Education Secretariat (AES), based on

- 1 Chair's Conclusions of ASEMME6 in relation to the Stocktaking report
- 2 Previous Stocktaking Reports
- 3 the results of the intermediate SOM
- 4 the recommendations and outcomes of the ASEM seminars and conferences
- 5 the outcomes of the output oriented activities
- 6 expertise and recommendations from the members of the Task Force

Furthermore a questionnaire will be developed during that Task Force Meeting to collect the input for the stocktaking report

The new structure (template) of the stocktaking report and the questionnaire for input, will be presented at the SOM1 meeting in Austria. Partners and Stakeholders can provide feedback.

After the SOM 1, the questionnaire to collect the input of for the first draft is circulated to all partners and stakeholders. Partners and Stakeholders deliver the input by a deadline.

## 2. First version of the Stocktaking Report

Based on the delivered input, the AES develops a first draft and all members of the Task Force provide further analysis on the data and revisions in the document, based on a work schedule agreed during the meeting in Brussels. This report is sent out to partners and stakeholders for further feedback and input.

## 3. Second version of the Stocktaking Report

Based on the feedback to the first version of the draft Stocktaking Report, the AES drafts a second version (with support of the task force) that is sent out a second time to ASEM members and relevant stakeholders for commenting and changes. In case the feedback is unclear, extra information will be asked.

## 4. Final Stocktaking Report

Based on the feedback from Senior Officials via e-mail, the final Stocktaking Report is finalized, printed and spread during ASEMME7. The digital version is sent to the senior officials, 2 weeks prior to the ASEMME7.

## Timeline

Document	Who	Activity	Timeline
Start drafting the Stocktaking Report – developing a template + questionnaire for partners	AES & Task Force	Draft template during a <u>meeting</u>	September 2018
Template of the Stocktaking report	AES & ASEM partners	Presentation and Review at SOM1	October 2018
Collecting information from partners through questionnaire	AES	Online Information collection	November 2018
1 <sup>st</sup> draft of the Stocktaking Report	AES & Task Force	Analysis of Data Draft and circulate	December-January 2018
1 <sup>st</sup> draft of the Stocktaking Report	ASEM Partners	Review and Contribute	February 2019
2 <sup>nd</sup> draft of the Stocktaking Report	AES & Task Force	Analysis of Data Draft and circulate	March 2019
2 <sup>nd</sup> draft of the Stocktaking Report	ASEM Partners	Review and contribute	April 2019
Final Stocktaking Report	AES & Task Force	Analysis of Data Finalize and circulate	End of April 2019
Final Stocktaking Report	AES	Spread paper versions to heads of Delegation of ASEMME7	ASEMME7

