



Vietnam IATSS Forum Alumni Association

TEAM BUILDING PROGRAM REPORT

31/10-1/11/2015, Song Hong Resort, Vinh Phuc Province, Vietnam



Contents

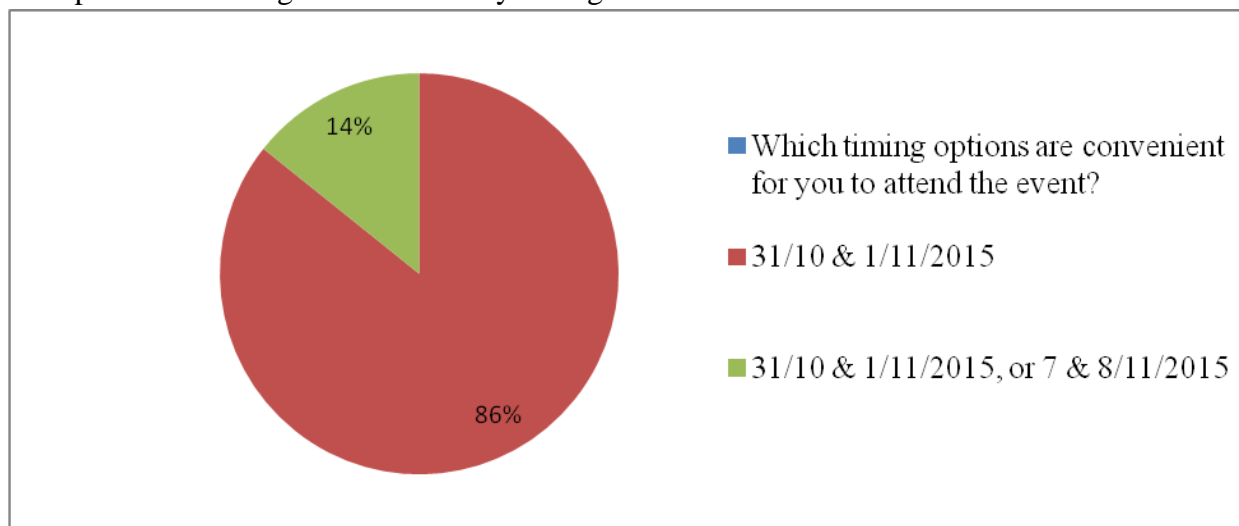
1. Event background.....	3
2. Event preparations.....	3
3. Program agenda.....	3
3. Registration and attendants	4
4. Activities	4
5. Evaluation results	5
5. Expenditures.....	6
7. Lessons-learnt.....	7
8. Proposal.....	7
9. Appendices:.....	8
Appendix 1: Activity and Financial Proposal	8
Appendix 2: Small Grant Approval Letter	10
Appendix 3: Tasking Plan	11
Appendix 4: Event Flyer	14
Appendix 5: List of participants.....	15
Appendix 6: MOU between IATSS Forum Alumni - Alpha Books Joint Stock Company.....	16
Appendix 7: Strategic Development Plan 2020 and Alumni Activity Plan 2016.....	18
Appendix 8: Evaluation results	20

1. Event background

In September 2015, Vietnam IATSS Forum Alumni (VIFA) Association held a meeting to discuss the organization of activities for the rest of 2015. Alumni proposed an idea to organize a 2-day team building event to a place outside Hanoi to serve a dual purpose: 1) to discuss development issues for VIFA and 2) to build a stronger bond among alumni members. Replicating the Gasshuku teambuilding training, the proposed event was supposed to be a kick-off activity to intensively discuss VIFA's long-term strategic issues as well as to bring alumni from different batches closer together. A Funding Proposal was developed by VIFA Committee to seek funding from IATSS Forum Japan's Small Grant Scheme to organize the event (Appendix 1). The Proposal was approved and strongly encouraged by Japan IATSS Forum Committee (Appendix 2).

2. Event preparations

VIFA Committee firstly sent out an [online survey](#) to find out the most convenient time for alumni to join the event. We received 12 responses totally. The majority of alumni expressed their preference to organize the activity during 31/10 & 1/11/2015 as below.



To mobilize support from alumni for logistic preparations, VIFA Committee developed an tasking plan (Appendix 3), and encouraged alumni to take their own responsibilities for specific tasks such as program contents, budgeting, teambuilding games, mini gala night, service contracts, activity report est... on a voluntary basis. An [online registration form](#) and an event flyer (Appendix 4) were nicely designed and spread out to the alumni network through mailgroup and facebook.

3. Program agenda

Time	Activity
<i>Saturday, 31/10/2015</i>	
8:00-10:00	Travelling: Hanoi - Song Hong Resort
10:00-10:15	Opening
10:15-11:00	Team building activities (ice-breaking)
11:00-13:00	Check in & Lunch

13:00-16:00	Group discussion: <ul style="list-style-type: none"> - What can IATSS benefit from alumni and vice versa? - How to promote the IATSS Forum to the broader community?
18:00-21:00	Mini Alumni Gala Night
Sunday, 01/11/2015	
8:00-12:00	Group discussion: <ul style="list-style-type: none"> - Alumni Activity Report 2015 & Plan 2016 - Alumni development plan 2020
12:00-13:30	Lunch & checkout
13:30-15:00	Outdoor activities & visit Song Hong Resort
15:00-17:00	Travelling: Song Hong resort to Hanoi.

3. Registration and attendants

Although a lot of efforts have been made to encourage alumni to join the event, the total number of participants finally showed up was much lower than we expected (3 IATSS Forum staff and 9 alumni, Appendix 5). The majority of alumni were contacted in person to not only check if they received the information, but also to engage them with alumni activities. Notably, among the total of 56 alumni, 12 were overseas for either long-term living and studying purposes, or short-term business trips. 15 alumni confirmed that they could not join the event due to work and family commitments. 4 alumni are still untraceable.

4. Activities

Since the group size was rather small, we decided to slightly change the program agenda. On the first day of the Program, we left Hanoi at around 9.00 and arrived at Song Hong Resort at around 11.00. After some ice-breaking activities and taking group photos, we checked in the hotel and had a lunch together. We got to know each other and shared some ideas of book donation projects for disadvantaged children during lunch time.

In the afternoon, Mr. Nguyen Canh Binh - the General Secretary of IATSS Forum in Vietnam moderated the session: "What can IATSS benefit from alumni and vice versa? And How to promote the IATSS Forum to the broader community?" as scheduled. Mr. Binh firstly reviewed the history, purposes, and key founders of IATSS Forum. He also shared interesting stories about Vietnam Asia - Pacific Economic Center (VAPEC) - the host organization of IATSS Forum in Vietnam. Together we discussed some alumni development issues, alumni's interests and promotional activities, especially the possibility to promote IATSS Forum scholarship on Vietnamese Television Channels in 2016. We definitely enjoyed teambuilding games which were integrated into the afternoon break time. We discussed the plan to join the 8th IAM in Yangon, Myanmar in details. Mr. Binh briefed the plan to organize the final screening for shortlisted candidates for 2016 intake, and sought for support from alumni to organize a PR event combining with Prof. Adachi's mini seminar on leadership tentatively at Hanoi Foreign

Trade University. Alumni also took that opportunity to share with the Secretariat some key criteria they expected from potential candidates, especially social responsibility and commitment and their engagements with alumni activities upon their returns to Vietnam.

In the evening, instead of organizing a mini alumni gala night, we organized a cozy coffee together. It was really a chance for bringing people closer together.

On the second day of the Program, we started the morning session by signing an MOU between Mr. Nguyen Canh Binh - Chairman of Alpha Books Joint Stock Company/Secretary of Vietnam IATSS Forum Country Committee, and Mr. Pham Xuan Hoan – the President of Vietnam IATSS Forum Alumni Association to initiate a “Books Are Bridges” Project in 2016 (Appendix 6). The MOU will be a premise for us to establish mini libraries/book boxes for disadvantaged school students and young inpatients in hospitals. Next, the Alumni President presented Alumni Activity Report 2015 (see attached PPT slides) and highlights of our Alumni Charter. Basically, alumni agreed with contents on the Report and the Charter. Participants suggested to include alumni activities in 2014 into the Report 2015. We intensively discussed development strategies for VIFA by 2020, and Alumni Activity Plan 2016 (Appendix 7). Together we worked out VIFA’s slogan, mission, vision, core values, development goals, strategic analysis, and strategic initiatives to achieve the intended goals. We intend to send out the strategies to the alumni network to seek further comments on the Strategy and Plan

5. Evaluation results

An [online survey](#) was carried out after the event to evaluate the level of participant’s satisfaction and to gain lessons-learnt. 10 out of 12 participants responded to the survey. Evaluation results can be found on this [link](#), or in the Appendix 8. Answers fell into 4 categories: great extent, medium extent, small extent and not at all.

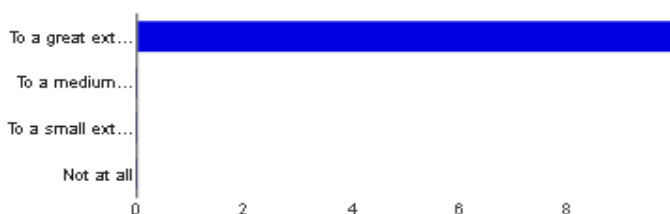
A high rate of responses expressed their satisfactions to the convenience of event time and place and the relevance of discussion themes to “a great extent” (100%). In responding to the open question: What did you like most about the event?, participants highly valued the significance of the MOU in “Books Are Bridges” Project, the Alumni Development Strategy 2020, team building games, and strengthening alumni network. For instance, one of the answers is “Bringing people together, sharing ideas & thoughts, coming up with new plans and projects which in the end will bring benefits to the community”. Regarding the question “What did you like least about the event?”, almost all comments refer to the small number of participants. Alumni suggested that this event type should be organized annually and shall be prepared in advance. The organization of a BBQ Family event in Hanoi was recommended to engage not only alumni, but also their family members. This type of activity is supposed to be more convenient, thus the number of attendants can be increased. Overall, the event met participant’s expectation to a great extent (90%) and to a medium extent (10%).

1. Date and time of the event were convenient for me to attend.



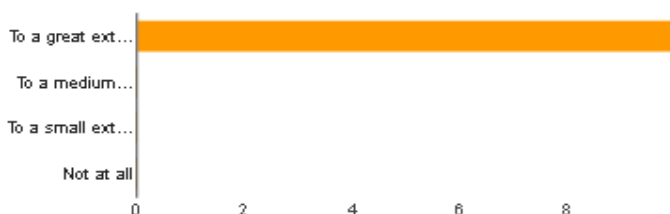
To a great extent	10	100%
To a medium extent	0	0%
To a small extent	0	0%
Not at all	0	0%

2. The event place was convenient for you to attend.



To a great extent	10	100%
To a medium extent	0	0%
To a small extent	0	0%
Not at all	0	0%

3. Themes of discussion were relevant and useful.



To a great extent	10	100%
To a medium extent	0	0%
To a small extent	0	0%
Not at all	0	0%

5. Expenditures

Seq.	Spending item	Price	Quantity	Calculating unit	Subtotal
1	<i>Meals and beverage</i>				9.665.000
-	Lunch 31/10	210.000	12	person	2.520.000
-	Beverage	410.000	1	lunch	410.000
-	Dinner 31/10	250.000	12	person	3.000.000
-	Beverage	525.000	1	dinner	525.000
-	Lunch 1/11	230.000	12	person	2.760.000
-	Beverage	450.000	1	lunch	450.000
2	<i>Accommodation</i>			<i>night/person</i>	7.600.000
-	Triple room	1.300.000	5	night	6.500.000
-	Single room	1.100.000	1	night	1.100.000
3	<i>Cafe</i>	320.000	12	<i>person</i>	320.000
4	<i>Projector, screen, meeting room. A0 papers. pens</i>	5.885.000	1	<i>set/2 days</i>	5.885.000
5	<i>Car rental</i>	2.450.000	1	<i>car</i>	2.450.000
6	<i>Design flyer</i>	500.000	1	<i>item</i>	500.000
Expense Total					26.420.000

Total fund	2.500 USD
Actually received from the Secretariat of IATSS Forum in Vietnam	55.000.000 VND
Total spending	26.420.000 VND
Remaining	28.580.000 VND

7. Lessons-learnt

Although the event attracted a quite limited number of participants, its outcomes are significant in terms of MOU, strategic development plan and team cohesion.

A combination of strategic meeting and excursion obviously showed its advantages for deep networking purposes. Alumni network seems to be closer after 2 days interacting with each other. However, this 2-day event model also caused inconvenience to those alumni who wished to join the event. For example, some alumni reported that they had to work in the office on Saturday.

To increase the number of participants, first future events should be organized in one day in Hanoi. Second, event preparations should be ready early and invitation should be sent out at least 4 – 6 weeks before the event date. By doing so, alumni have more time to arrange their own plans to attend alumni activities.

8. Proposal

Vietnam IATSS Forum Alumni Association would like to seek IATSS Forum Japan Committee's approval for using the remaining budget (28.580.000 VND) for two alumni activities in 2016. First, a appropriate amount of the remaining budget will be used for the "Books Are Bridges" Project. Apart from donated books, school children and teachers will need bookshelf, learning and teaching aids. Second, VIFA plans to organize a 1-day Family BBQ Event in February 2015 in Hanoi. Only IATSS Forum staff, alumni and their immediate family members can attend this event. Alumni who could not join the recent team building event will have another chance to participate in the Family BBQ. Again, we would like to emphasize the importance of a strong bond among alumni, since it is a cornerstone for strengthening any future alumni activities.

9. Appendices:

Appendix 1: Activity and Financial Proposal

Title	Team Building Event
Origin	Vietnam IATSS Forum Alumni (VIFA) Association
Beneficiaries	Vietnam IATSS Forum Alumni
Partners	IATSS Secretariats and Coordinators
Duration	2 day period, 31 st Oct – 1 st Nov of 2015
Budget	2,500 USD including car renting, meals, accommodation, seminar, others
Theme	<p>Theme project: major issues to be discussed,</p> <ul style="list-style-type: none"> - What can IATSS benefit from alumni and vice versa? - Promoting the IATSS Forum to the broader community (communication strategies) - 2015 activity reviews & 2016 activity plan - Alumni strategic development plan 2020. <p><i>Teambuilding activities will be integrated into the whole 2-day program</i></p>
Priority Issue	Strengthening a stronger tie among alumni members and identifying alumni's wide interests
Goal	<ul style="list-style-type: none"> - Creating the stronger network between the alumni members and set of alumni's common interests are identified - Identifying key strategic development issues for VIFA Association - Promoting the Forum to the wider range of potential candidates to make the stronger alumni association, in every field of socio economic in the near future. - Setting some community-oriented projects to come to practice.
Objective(s)	<ul style="list-style-type: none"> - Wider alumni network with the number of active members around 30 - Finalizing short-term and long-term alumni development plans (to be presented at 8th IAM) - Introducing the VIFA board of management officially to the members - Holding the regular meeting of alumni every quarter of the year
Location	V Resort, Hoa Binh Province (2 hours travel from Hanoi)
Activities	<ul style="list-style-type: none"> - Team building activities - Seminar on 04 key issues (as per Project theme) - Evening party

Action Needed	<ul style="list-style-type: none"> - Notify to the alumni members - Schedule and plan for activities, with the help from the event company
M & E Plan	The VIFA board of member and IATSS Secretariats will reach mutual consent with commitment of rights and obligations for the next 3 years.
Project Team	<ul style="list-style-type: none"> - Mr. Nguyen Canh Binh, General Secretariat - Mr. Pham Xuan Hoan, President of VIFA - Mr. Vo Quang Toan, Vice President of VIFA

Financial proposal

No	Item Breakdown	Budget Request	Purpose	Remark
1.	Transportation cost	US\$300	for meeting in a location	30 seat bus
2.	Meals	US\$900	For members in 2 days	10 USD/meal/person
3.	Accommodation	US\$600	For 1 night, 15 (double rooms)	40USD/room/night
4.	Seminar	US\$400	Costs for conference room and projector.	
5.	Mini Alumni Gala Night	US\$150	Costs for venue, sound & light systems	
6.	Refreshment	US\$100	For tea, coffee during seminar break times	
7.	Handouts and other contingency	US\$50	For printing of seminar handouts and additional costs that may occur.	
	Total	US\$2,500		


Appendix 3: Tasking Plan

2-DAY TEAM BUILDING EVENT	
Time	31/10 & 1/11/2015(weekend)
Location	Song Hong Resort, Vinh Phuc Province
Targeted participants	- Total number: 30 - IATSS Forum alumni and secretariat staff in VN
Objectives	- Strengthen a stronger tie among alumni members & understand their common interests (priority) - Identify key strategic development issues for VIFA's short-term and long-term plans - Review issues to be discussed at 8th IAM in Yangon
Program	<p><i>Day 1</i></p> <p><i>AM:</i> + Travelling: Hanoi - Vinh Yen province (Song Hong Resort) + Team building activities (ice-breaking) - Ms. Pham Viet Ha: Facilitator + Check in & Lunch</p> <p><i>PM:</i> + What can IATSS benefit from alumni and vice versa? + How to promote the IATSS Forum to the broader community? (Group discussion, Mr. Nguyen Canh Binh - Moderator)</p> <p><i>Evening:</i> + Mini alumni gala night</p> <p><i>Day 2</i></p> <p><i>AM:</i> + Alumni Activity Report 2015 & Alumni Activity Plan 2016 + Alumni development plan 2020 (vision, core values, key focuses/objectives, strategic initiatives, resources...) (Group discussion, Mr. Pham Xuan Hoan, Mr. Vo Quang Toan - Moderators) + Lunch & checkout</p> <p><i>PM</i> + Hangout & visit Song Hong Resort + Travel to Hanoi.</p>

Seq.	Activity	Person in charge	Timeline (Oct. 2015)					Progress	Note
			Week 1	Week 2	Week 3	Week 4	Week 5		
1	Prepare program contents (details)								
	Seminar: + What can IATSS benefit from alumni and vice versa? + How to promote the IATSS Forum to the broader community?	Mr. Nguyen Canh Binh						Done!	
	Group discussion: + Alumni Activity Report 2015 & Alumni Activity Plan 2016 + Alumni development plan 2020	Mr. Pham Xuan Hoan Mr. Vo Quang Toan						Done!	
	Mini gala night program: + IATSS Forum Got Talent + Quizzes about life and study in Japan (recall memories) and Vietnam - Japan cooperation + Group performance (sing, dance...) + Karaoke (free)	Ms. Nguyen Lan Anh						Done!	Need venue, sound & light systems
	Teambuilding activities + Design games, moderate & prepare gifts for games	Ms. Pham Viet Ha						Done!	
2	Budgeting	Mr. Vo Quang Toan						Done!	
3	Service contracts with Song Hong Resort (meal, accommodation, seminar venues & facilities, car rental)	Mr. Vo Quang Toan						Done!	
4	Design invitation, agenda, flyer, banner	Mr. Phạm Xuan Hoan						Done!	

5	Send out invitation, reminder, registration and confirmation	Mr. Pham Xuan Hoan						Done!	
6	Event PR on social media	Ms. Hoang Thu Phuong						Done!	
7	Arrange hotel rooms for participants	Ms. Nguyen Le Tram						Done!	
8	Print handouts	Mr. Pham Xuan Hoan						Done!	
9	Take notes during discussions	Mr. Pham Viet Ha						Done!	
10	Post event evaluation	Mr. Pham Xuan Hoan						Done!	
11	Activity Report to submit to IATSS Forum in Japan	Mr. Pham Xuan Hoan						Done!	

Note

 = Deadlines

Song Hong Resort, Vinh Phuc
31/10/2015 - 01/11/2015



02 DAY TEAM BUILDING PROGRAM

ONLY IATSS FORUM ALUMNI AND STAFF

■ TO BUILD COHESIVENESS AMONG ALUMNI MEMBERS & TO UNDERSTAND THEIR COMMON INTERESTS

■ TO IDENTIFY KEY STRATEGIC ISSUES FOR VIFA'S SHORT-TERM AND LONG-TERM DEVELOPMENT

SATURDAY 31/10/2015

08:00-10:00 TRAVELLING: HANOI - SONG HONG RESORT
10:00-10:15 OPENING
10:15-11:00 TEAM BUILDING ACTIVITIES (ICE-BREAKING)
11:00-13:00 CHECK IN & LUNCH
13:00-16:00 WHAT CAN IATSS BENEFIT FROM ALUMNI AND VICE VERSA?
HOW TO PROMOTE THE IATSS FORUM TO THE BROADER COMMUNITY?
18:00-21:00 MINI ALUMNI GALA NIGHT

AGENDA

CONTACT

**PHAM XUAN
HOAN**

0942798228
pxhoan@gmail.com

SUNDAY 01/11/2015

8:00-12:00 ALUMNI ACTIVITY REPORT 2015 & PLAN 2016
ALUMNI DEVELOPMENT PLAN 2020
12:00-13:30 LUNCH & CHECKOUT
13:30-15:00 OUTDOOR ACTIVITIES & VISIT SONG HONG RESORT
15:00-17:00 TRAVEL TO HANOI.

REGISTRATION

GOO.GL/TIQFNL

Appendix 5: List of participants

Seq.	1. Full name	Gender	2. Batch	Note	
The Secretariat of IATSS Forum in Vietnam					
1	Nguyen Canh Binh	Male	IF staff	General Secretary	
2	Nguyen Hoang Van	Female	IF staff	IATSS Forum Assistant	
3	Truong Thi Thu Thanh	Female	IF staff	IATSS Forum Assistant	
Vietnam IATSS Forum Alumni Association					
4	Pham Xuan Hoan	Male	52	President of VIFA	
5	Vo Quang Toan	Male	49	Vice President of VIFA	
6	Le Dinh Nghia	Male	31		
7	Pham Viet Ha	Female	42		
8	Nguyen Lan Anh	Female	44		
9	Nguyen Le Tram	Female	45		
10	Bui Le Hang	Female	39		
11	Hoang Thu Phuong	Female	49		
12	Nguyen Thi Thu Huyen	Female	50		

Appendix 6: MOU between IATSS Forum Alumni - Alpha Books Joint Stock Company

**MEMORANDUM OF UNDERSTANDING OF COOPERATION IN PROJECT “BOOKS
ARE BRIDGES”
BETWEEN
ALPHA BOOKS JOINT STOCK COMPANY
AND
VIETNAM IATSS FORUM ALUMNI**

This agreement shall be between Mr. Nguyen Canh Binh- Chairman of Alpha Books Joint Stock Company/Secretary of Vietnam IATSS Forum Country Committee (hereafter called Party A) and Vietnam IATSS Forum Alumni Association-represented by Mr. Pham Xuan Hoan- President of Vietnam IATSS Forum Alumni Association(hereafter called Party B).

- AIM to strengthen the cooperation between Vietnam IATSS Forum Country Committee and Vietnam IATSS Forum Alumni Association in community service activities;
- APPRECIATE the coordination of efforts by the two parties; and
- TRUST that the cooperation will bring about mutual benefits for both parties and the community;

Have agreed to sign the Memorandum of Understanding (MOU) with following terms:

I. Aims

Specify the cooperation between Vietnam IATSS Forum Country Committee and Vietnam IATSS Forum Alumni Association in the Project “Books are bridges”, with following objectives:

- Establish a mini library of 500 books, including textbooks for primary and secondary school students and other educational books for children aged 6 to 15 for the community of immigrants living in Bai Giua slums;
- Establish a mini library of 500 books, including story books, colouring books and picture books for young inpatients aged 6 to 13 at the Central Oncology Hospital in Hanoi.

II. Areas of cooperation and responsibilities of each side

1. Party A agrees to

- 1.1. Carry out a book donation campaign to collect 500 books (textbooks and educational books) for children aged 6 to 15 living in Bai Giua slum area and another 500 books (story books, colouring books and picture books) for young inpatients aged 6 to 13 at the Central Oncology Hospital in Hanoi.

- 1.2. Responsible for all the costs related to the above-mentioned book donation campaign.
- 1.3. Hand over the collected books in full to Party B by 30 January 2016 at the latest.
2. Party B agrees to
 - 2.1. Carry out fund raising activities to buy:
 - At least two bookshelves (one for each library) that can sustainably contain the books collected by Party A;
 - 40 boxes of crayons and 10 boxes of pencils to be used for the library at Central Oncology Hospital in Hanoi.
 - 2.2. Ensure the libraries are well established and utilized efficiently for at least one year in the two targeted communities before handing them over to the community.
 - 2.3. Responsible for all the costs related to activities carried out in 2.1 and 2.2;
 - 2.4. Ensure the two libraries are placed in the two targeted communities within 30 days from the date Party A hand over their books to Party B.
3. In case one or both of the two targeted communities cannot receive the libraries for objective or subjective reasons, the two Parties will discuss to and agree upon the replacement.

This MOU shall be implemented in good faith and in accordance with Vietnam laws.

III. Validity and expiry dates

This MOU shall come into force on the date of its signature by both parties and shall be valid for a period of five (5) months, unless one of the two Parties requests to terminate the collaboration; The Party must give the other six (6) weeks written notice of their intention to terminate this MOU.

The terms of this agreement will be implemented in accordance with Vietnamese law.

This MOU is made in 2 copies in English, with the same value.

The MOU is written in Vĩnh Yên, Vietnam, date 1 November 2015

.....
 NGUYEN CANH BINH (Mr.)
 CHAIRMAN OF
 ALPHA BOOKS JOINT STOCK COMPANY
 SECRETARY OF IATSS FORUM
 VIETNAM NATIONAL COMMITTEE

.....
 PHAM XUAN HOAN (Mr.)
 PRESIDENT OF
 VIETNAM IATSS FORUM ALUMNI
 ASSOCIATION

Appendix 7: Strategic Development Plan 2020 and Alumni Activity Plan 2016

STRATEGIC DEVELOPMENT PLAN 2020

1. Slogan: “Together we make the community better”

2. Mission: To form a cohesive alumni network which actively contribute to the sustainable development of IATSS Forum and the local community.

3. Core values: Trust, Commitment, Sustainability

4. Vision 2020: VIFA will be among one of the most dynamic IATSS Forum alumni associations in the ASEAN Region by 2020

5. Strategic goals 2020

- ***For alumni***

- + Increase the number of active alumni to over 50%
- + By 2020, increase the number of participants attending IAM by 20% compared to 2016
- + At least one team building event annually
- + Maintain at least one networking meeting quarterly
- + Promote exchange activities with other alumni and leadership groups

- ***For IATSS Forum***

- + Each alumni nominates at least one potential candidate annually
- + Support PR events and orientation
- + Support the National Committee in screenings of application and the final screenings

- ***For the community***

- + At least one community project annually

6. Strategic analysis

- Frequently update alumni activities on mailgroup and facebook and encourage interactive discussion among alumni in the network
- Annual plan is prepared and shared in advance
- Community projects need to have specific tasking plan to encourage involvement
- Kick-off meeting for alumni in southern provinces
- Update annual report
- Strengthen the collaboration with other alumni and leadership groups (networking, event organization....)

Alumni Activity Plan 2016

Seq.	ACTIVITY	TIMELINE												Number of events
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
<i>For alumni</i>														
1.	Morning coffee & Pro-talk series													4
2.	Family BBQ													1
3.	Annual Alumni Meeting													1
<i>For IATSS Forum</i>														
4.	Supporting the organization of PR events/mini seminars													2
<i>For the community</i>														
5.	“Book are bridges” Project													1

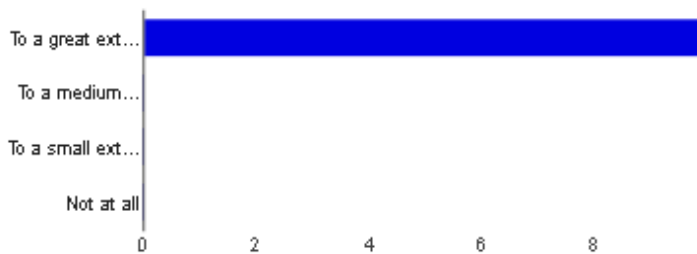
Appendix 8: Evaluation results

1. Date and time of the event were convenient for me to attend.



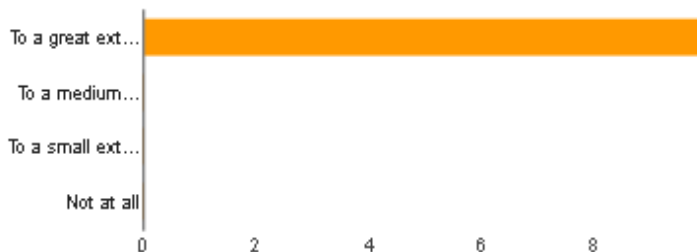
To a great extent	10	100%
To a medium extent	0	0%
To a small extent	0	0%
Not at all	0	0%

2. The event place was convenient for you to attend.



To a great extent	10	100%
To a medium extent	0	0%
To a small extent	0	0%
Not at all	0	0%

3. Themes of discussion were relevant and useful.



To a great extent	10	100%
To a medium extent	0	0%
To a small extent	0	0%
Not at all	0	0%

4. What did you like most about the event?

- Members, time, location, activities recalls the IATSS memories in Japan. Team has the better common understanding, action plan. The relationship among team is consolidated and closed.
- We have time discussing like when we were in Suzuka.
- The discussions are insightful and fruitful. We could agree upon very specific points in planning for future actions. Especially, the MOU will be great ground for our coming "Books are bridges" Project. I also like the fact that we spend time with each other and have great ice-breaking games.
- The formulation of the Strategic Plan that shapes a roadmap for the development of alumni activities by 2020

- Time to join together and more intensely connect with other alumni
- Bringing people together, sharing ideas & thoughts, coming up with new plans and projects which in the end will bring benefits to the community.
- Team Discussion
- It is the purpose of the event that we discussed about mission, vision and target of IATSS Vietnam Alumni.

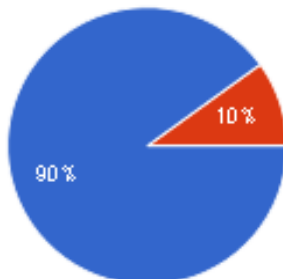
5. What did you like least about the event?

- Cold swimming pool
- Not many alumni could join this event even the host announced before 3 weeks.
- In discussions, there are some times my voice was not heard.
- The number of participants is still small. Hope next time we have more.
- Nothing! But more people would be better.
- Many alumni cannot attend
- Small group of alumni attended this event
- Nothing

6. What would you suggest for improving future alumni events?

- Organize a family BBQ in Hanoi to engage not only alumni but also their immediate family members to join. The type of activity is more convenient for participants to attend.
- Organizing annually Set up the long term plan for arranging and preparing
- PR activity needed more to attract wider alumni
- More people attending - More time relaxing and enjoying outdoor activities - More and deeper sharings about alumni's work so that each member could understand about field of working - People listen to each other more and more. There will be no one dominating others in discussion (hopefully). The chairman of the meeting should play an important role in leading the meeting.
- Fun should be more

7. Overall, the event meets your expectation.



To a great extent	9	90%
To a medium extent	1	10%
To a small extent	0	0%
Not at all	0	0%