ANNUAL REPORT

Submitted to
the 22th SEAMEO High Officials Meeting
24 - 26 November 1999
Bangkok, Thailand

SEAMEO Regional Open Learning Center
INDONESIA
ANNUAL REPORT
July 1998 - June 1999

Submitted to
the 22nd SEAMEO High Officials Meeting
24 - 26 November 1999
Bangkok, Thailand

SEAMEO Regional Open Learning Center
INDONESIA
His Excellency  
Rear Admiral (NS) Teo Chee Hean  
SEAMEO Council President, and  
Minister of Education, Singapore

It is my great pleasure to be able to submit this Annual Report of the SEAMEO Regional Open Learning Center for FY 1998/1999, which the Governing Board approved during its second meeting in Yogyakarta, Indonesia on 23-25 September 1999.

Two notable events earmarked the FY 1998/1999; the monetary crisis that slowed down achievements of our targetted activities and the introduction of SEAMEO marketing policy that opened up new paradigm of SEAMEO SEAMOLEC organizational life.

This report illustrates the utmost SEAMEO SEAMOLEC could do to the benefit of the region’s needs for open and distance learning during its interim status, future plans, and the scenario of materializing it into a Center of Expertise in 2004.

It is our sincere hope that the HOM would lend approval to this report and grant the necessary support and assistance to the success of the Center.

With renewed assurances of my highest appreciation, I remain.

Sincerely Yours,

Jahja Umar, Ph.D.  
Chairman, SEAMEO SEAMOLEC  
Governing Board  
Director, Examination Development Center  
Ministry of National Education
PREFACE

This is the second year since SEAMEO SEAMOLEC inception in February 1997. During this period, the focus of its activities was assisting other institutions in research, training, design and development of open and distance education and training system.

In the efforts of developing in-house capabilities, the Center had also send its staff to participate in various workshops, training and seminars, started refurbishing office spaces and furnishing it with the required initial equipment and facilities.

Marketing constitutes new activity that has to be learned and implemented by the Center in order to sustain and to survive.

Dr. Arief S. Saidman
Interim Director
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>PREFACE</td>
<td>i</td>
</tr>
<tr>
<td>TABLE OF CONTENTS</td>
<td>ii</td>
</tr>
<tr>
<td>I. EXECUTIVE SUMMARY</td>
<td>1</td>
</tr>
<tr>
<td>II. HIGHLIGHTS</td>
<td>4</td>
</tr>
<tr>
<td>A. Enhanced Program Excellence and Relevance</td>
<td>4</td>
</tr>
<tr>
<td>B. Enhanced Quality and Efficiency of Management</td>
<td>10</td>
</tr>
<tr>
<td>C. Ensured Financial Viability</td>
<td>11</td>
</tr>
<tr>
<td>D. Increased Access to Markets of SEAMEO SEAMOLEC Programs</td>
<td>12</td>
</tr>
<tr>
<td>E. Strengthened and Increased Linkages with National, Regional and International Institutions</td>
<td>13</td>
</tr>
<tr>
<td>III. ISSUES AND PROBLEMS</td>
<td>15</td>
</tr>
<tr>
<td>IV. FUTURE DIRECTION</td>
<td>16</td>
</tr>
</tbody>
</table>

Attachment 1
List of SEAMEO SEAMOLEC Staff                                          17
Attachment 2
SEAMEO SEAMOLEC Organizational Structure                                18
Attachment 3
SEAMEO SEAMOLEC Governing Board Members                                 19
I. EXECUTIVE SUMMARY

This Annual Report covers the period from July 1988 to June 1999 and is presented by the key result areas the Center wishes to achieve.

KRA-1: Enhanced Program Excellence and Relevance
During the FY 1998/1999 SEAMOLEC conducted four major activities in enhancing excellence and relevance of its programs, i.e. research studies, training, symposium and seminars, regional specific and consulting program.

Research study was made on the role and impacts of open and distance learning (ODL) to rural community development in Indonesia.

In term of training, the Center had conducted 4 in-country trainings i.e. multimedia technology, planning an open learning system, self-learning material development, and student support services; and one out-country on ODL planning in the Ho Chin Minth region. The first was done in collaboration with the French government.

The 4th International Symposium on "Technology and Educational Reform" was a yearly fixed program of the Center for sharing knowledge, expertise and experiences on ODL. While the First GB Meeting in Bandung constituted a regionally specific working mechanism of SEAMEO Centers.

Consulting services were given to the Ministry of Health, Public Works, Industry and Trade, and the Directorate of General Secondary Education.

KRA-2 Enhanced Quality and Efficiency Management.
To enhanced quality and efficiency of management SEAMEO SEAMOLEC has developed its homepage that is accessible through its web site at the URL http://www.pustekkom.go.id/seamolec. It has also submitted proposals to the Government of Indonesia in order to finance the future program. To maintain consolidation efforts among regional centers, SEAMEO SEAMOLEC attended regular meetings that are conducted by SEAMEO Secretariat, and at national level SEAMEO SEAMOLEC participate in regular SEAMEO National Coordinating Committee (SNCC)'s meetings.
In the effort of developing in-house capacity building, the Center had also sent their management staff during this period to various training and international seminars.

KRA-3 Ensured Financial Viability
To ensure viability of its operation, the Center had hired an Interim Director during the provisional period and had recruited, selected as well as hired several project staff.

The Center’s annual budget consists of operating fund, which is obtained from the Host Government, special fund that the Center receives from SEAMEO Secretariat, other fund that the Center receives from donors and sponsors, and unallocated fund that the Center gets from income generating activities. The operating Fund from the Host Government constitutes major portion of the Center’s total budget for this fiscal year.

To support its operation, the Center has been selling symposium proceedings, books and other publication as well as providing consulting services to several ministries such as the Ministry of Health, Industry and Trade, and Public Works in designing ODL system, strategic planning, and training material development.

KRA-4 Increased Access to Markets of SEAMEO SEAMOLEC Programs
To elicit social and public awareness on its operation, services, and products, the Center did some marketing and promotional activities through the publication of leaflets, newsletter, establishing contacts, and product releases.

KRA-5 Strengthened and Increased Linkages with National, Regional, and International Institutions.
Within this context, during this period the Center had developed an Inter-Center collaborative program with the SEAMEO Biotrop and SEAMEO TROPMED to produce TV Program on Balanced Nutrition for Rural People.

SEAMEO SEAMOLEC had also established linkages with the national, regional and international institutions, both public and private, in the field of open learning and distance education. Nationally, it established linkages with the Indonesian Distance Learning Network (IDLN), the Center for Communication for Technology for Education and Culture (Pastekkom), some universities and institutes, government departments, the Indonesian Telecommunication Company, and the Alkon Company. International/Regional linkages were established with the International Council for Open and Distance Education (ICDE), some educational institutions in Thailand, China, Philippines, United Kingdom, Australia and Canada, Cable Television Station in Canada, UNESCO-PROAP, UNDP, the French and
Australian embassies, World Bank, and other SEAMEO centers.

For the current fiscal year (July 1999 to June 2000), SEAMEO SEAMOLEC is to strengthen the established ties with national, regional, and international institutions referred to above and increase with any other potential linkages whether they be government, non-government, or private institutions.
II. HIGHLIGHTS

The following highlights of SEAMEO SEAMOLEC's activities relate to SEAMEO five KRA's (Key Result Areas).

A. Enhanced Program Excellence and Relevance

SEAMEO SEAMOLEC's programs are responsive to national, regional and international needs. For the interim period, its programs include institutional preparation and responses to address national, regional and international needs. In this regard, SEAMEO SEAMOLEC's activities include:

1. Workshop on "Development Promotional Content Guidelines for Environment and Balanced Community Nutrition through the Application of Open and Distance Learning Principles" in collaboration with SEAMEO BIOTROP and SEAMEO TROPMED on Community Nutrition. This workshop was attended by three representatives of each Center, starting from 26 up to 28 August 1998 in Bogor, West Java.

2. Study on the role of open learning and distance education for rural community development in Indonesia. This study was conducted cooperatively between the UNESCO Principal Regional Office for Asia and the Pacific (UNESCO PROAP), Bangkok; Yunan Radio and TV University, China; Sukhotai Thammathirat Open University
(STOU), Thailand; and SEAMEO SEAMOLEC. The report of this study was presented in a workshop in the Sukhottai Thammathirat Open University (STOU), Bangkok, Thailand, September 1998.

3. Study of the Impacts of Rural Development Program on the Improvement of Rural Community in Indonesia. This study is a follow up to the results of the study on “the role of open learning and distance education for rural community development in Indonesia”.

4. Needs Assessment study on the quality improvement of English as a Foreign Language (EFL) in the Open Junior Secondary School (OJSS). The purpose of the study was to identify the learning needs of OJSS students and training needs of OJSS English teachers.

The study was conducted in collaboration with Department of Education, Training and Employment (DUTE) and Department of Education, Employment, Training and Youth Affairs (DETYA), Australia, and the Center for Communication Technology for Education and Culture. The stakeholders of this initiative were the Language Teachers Upgrading Center, the Teachers and students of OJSS, the Directorate of Teachers and Technical Staff Training, the Open Learning University, and the Center for Communication Technology for Education and Culture.

5. The first Governing Board Meeting (GBM) of SEAMEO SEAMOLEC was held at Hotel Hasnah Regensi, Bandung, Indonesia, from 22 to 26 September 1998. It was hosted by the Center in cooperation with West Java Provincial Office of the Ministry of Education and Culture, attended by: a) delegates of SEAMEO Member Countries, namely Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Malaysia, the Philippines, Singapore and Vietnam; b) one SEAMEO Associate Member Country, namely France Embassy, Bangkok; c) the Director and Deputy Director of SEAMEO Secretariat; d) SEAMEO SEAMOLEC Interim Director and Task Forces; and e) Members of the SEAMEO National Coordinating Committee (SNCC).

The SEAMEO SEAMOLEC GB Member of Singapore was presented by the Deputy Director of Media and Infrastructure Support, Ministry of Education. While the GB
SEAMEO BIOTROP, Banks, the Center for Communication Technology for Education and Culture, SEAMEO SEAMOLEC, and private institutions.

8. Training on *Self-Learning Materials Development* was conducted from 2 to 7 November 1998 in collaboration with the Center for Communication Technology for Education and Culture, and IDLN. This training was attended by 15 participants representing IDLN members, SEAMEO BIOTROP, Vocational Teachers Upgrading Center, the Center for Communication Technology for Education and Culture, and SEAMEO SEAMOLEC.

9. The Fourth International Symposium on Open and Distance Learning. The theme of the symposium was "Technology and Educational Reform" and was held at Holiday Inn, Bandung, West Java, from 1 to 3 December 1998. Due to social and political condition of the country, many registered participants and speakers from aboard cancelled
Member of Thailand was unable to come, and so was the observer from Myanmar.

6. Workshop on Multimedia Technology: A New Way of Teaching in collaboration with French Embassy, Jakarta and Open Learning University in Sari Pacific Hotel, Jakarta, from 13 to 16 October 1998. As a follow up of this workshop a MOU between Indonesian Ministry of Education and Culture and Jakarta French Ambassador was signed.

7. Training on “Planning of Open Learning System” was conducted from 26 to 31 October 1998 in collaboration with the Center for Communication Technology for Education and Culture, and the Open Learning University. A number of 21 participants attended this training from various institutions or network, such as IDLN members,
their attendance. There were only six countries represented in this event with the total number of 154 participants. It was jointly organized by SEAMEO SEAMOLEC and Indonesian Distance Learning Network (IDLN) and co-sponsored by International Council for Open and Distance Education (ICDE), UNDP, UNESCO, and Indonesian Association of Educational Technologist.

10. Training on **Student Support Services** was conducted from 2 to 7 December 1998 in collaboration with the Center for Communication Technology for Education and Culture, and the Open Learning University. This training was attended by 21 participants, some of them come from Indonesian Distance Learning Network (IDLN) members, SEAMEO BROTROP the Center for Communication Technology for Education and Culture and SEAMEO SEAMOLEC, Banks and other private institutions.

11. SEAMEO SEAMOLEC conducted an overseas training on **Planning an Open and Distance Learning System**, 22-26 February 1999 in SEAMEO RETRAC, Ho Chi Minh City. Sponsored by CIDA, the training was conducted by SEAMEO SEAMOLEC in
cooperation with Distance Education Center, Simon Fraser University, Canada, and SEAMEO RETRAC, Vietnam.

12. Increased in-house capabilities was enhanced through team building program by sending SEAMEO SEAMOLEC staffs/Interim Director to:

a. The Distance Programme for Developing VTET Teachers in the Indo-China Countries: “The Resource Persons’ Training” held by SEAMEO VOCTECH in Ho Chi Minh City, Vietnam, 8-20 March 1999;

b. The Marketing Focus Workshop, held in Bangkok, Thailand on 29 November to 2 December 1998. It was attended by representatives of all SEAMEO Centers, SEAMEO Secretariat with resource persons from Camosun College, Marine Institute of International Fisheries, and Marine Institute of Memorial University;

c. The Marketing Plan Workshop held in SEAMEO RETRAC, Ho Chi Minh City, Vietnam on 8 to 10 March 1999;

d. Participated in the Asia Pacific Distance and Multimedia Education Network (APDMEN) Meeting and International Workshop of Core Members conducted on 25-28 April 1999 in Seoul, South Korea;

e. The Workshop on Financial operation on SEAMEO units held by the SEAMEO Secretariat, Chiang Mai, Thailand, from 17 to 19 May 1999;

f. The Camosun College, Victoria, Canada to discuss the collaborative programs in order to improve the institutional capability of SEAMEO SEAMOLEC in marketing and distance education. The visit and discussion was also made to other institutions in Canada, such as: the Commonwealth of Learning (COL), Vancouver; University of British Columbia (UBC), Vancouver; Assiniboine College, Brandon; Adult Learning Center, Brandon; Cable Television Station, Brandon; and Brandon University, Brandon.
g. Participate in the 1st World Congress on College and Poly-Techniques in Quebec, Canada, 29 May - 1 June 1999; and

h. Participate in the 19th ICDE World Conference in ODL in Vienna, Austria, June 1999.

13. For the Center to be operational, SEAMEO SEAMOLEC has constructed a new secretariat office building and procured a set of office equipment and facilities from the Government of Indonesia budget funding.

B. Enhanced Quality and Efficiency of Management

1. As part of the strategic planning process SEAMEO SEAMOLEC has developed its homepage is accessible through its Web site at http://www.pustekkom.go.id/seamolec though it still needs continuous development.

2. In order to finance the future programs, SEAMEO SEAMOLEC has also submitted proposals to the Government of Indonesia.
For the second interim year, the Government of Indonesia had provided a budget for its operations and the leasehold improvements of the existing building of its host institution.

3. To maintain consolidation efforts among regional Centers, SEAMEO SEAMOLEC attended such regular meetings as CDM, HOM, and SEAMEO Council Conference. At the national level SEAMEO SEAMOLEC has also been actively participated in SEAMEO National Coordinating Committee (SNCC)'s meetings.

C. Ensured Financial Viability

The Center’s annual budget consists of the following:

- Operating Fund – from the Host Government
- Special Fund – from SEAMEO Secretariat
- Other Fund – from donors and sponsors
- Unallocated Fund from income generated from the fee-paying programs and activities.

Operating Fund from the Host Government composed a major portion of the Center’s total budget for this fiscal year. To fill the need for SEAMEO SEAMOLEC staff and Director during the provisional period, an Interim Director and several project staff have been recruited, selected and hired.

![SEAMEO SEAMOLEC BUDGETING FOR FINANCIAL YEARS FROM GOVERNMENT OF INDONESIA](image-url)
The Center's Income-Generating Activities

SEAMEO SEAMOLEC is selling symposium proceedings, books and other publication to support its operation. It has also started marketing its consultancy, training, and learning materials production services.

In terms of Consultancy the center has assisted several ministries such as Ministry of Health, Industry and Trade, and public works in designing open and distance learning system, strategic planning and training material development.

D. Increased Access to Markets of SEAMEO SEAMOLEC Programs

To elicit social and public awareness on its operation, services, and products, SEAMEO SEAMOLEC took the following marketing and promotional procedures:
1. publishes a leaflet informing the rationale, mission, vision, objectives, functions, and organization of SEAMEO SEAMOLEC. The leaflet will from time to time be updated as may deem necessary;
2. publishes a four-monthly newsletter called "SEAMOLEC Info" with special concern about open and distance learning issues and activities;
3. publishes proceedings of seminars/symposia and other publications;
4. publishes Annual Report;
5. assigns a special staff to be responsible for marketing the Center's product or services as well as the SEAMEO Centers; and
6. makes good use of various meetings and promotional activities within and without the Indonesian Ministry of Education and Culture.

E. Strengthened and Increased Linkages with National, Regional and International Institutions

SEAMEO SEAMOLEC has established linkages with the following national, regional as well as international institutions, public and private, in the field of open learning and distance education to meet the needs of its clients and in its effort to develop in-house institutional capabilities.

1. Indonesian national institutions such as:
   a. Indonesian Distance Learning Network (IDLN);
   b. the Center for Communication Technology for Education and Culture;
   c. Jakarta Institute of Teachers Training;
   d. the Open Learning University;
   e. Bogor Institute of Agriculture;
   f. the Center for Teachers Training by Correspondence;
   g. Association of the Indonesian Educational Technologists;
   h. some Directorates of the Ministry of Education and Culture, and private sectors;
   i. the Indonesian University;
   j. the Center for Education and Training of Personnel, Ministry of Religious Affairs;
   k. the Center for Education and Training of Personnel, Ministry of Health;
   l. the Center for Education and Training of Personnel, Ministry of Manpower;
   m. the Center for Education and Training of Agricultural Personnel, Ministry of Agriculture;
   n. the Center for Education and Training of the Ministry of Trade and Industry;
   o. Education and Training Board of Personnel, Ministry of Home Affairs
   p. Education and Training Board of Personnel, Ministry of Finance;
   q. the Indonesian Telecommunication Company;
   r. Petra Christian University; and
   s. Alkon Company.
2. Regional/International Institutions:
   a. the International Council for Open and Distance Education (ICDE), in which
      SEAMEO SEAMOLEC is a member. Since May 1998, the Interim Director of
      SEAMEO SEAMOLEC has been elected to be Vice President of ICDE represent-
      ing Indonesian-Malay Linguistic and Cultural region;
   b. DETYA (formerly DEETYA), Australia;
   c. DETE (formerly DECS), South Australia;
   d. the Commonwealth of Learning (COL), Canada;
   e. the Camosun College, Canada;
   f. the University of British Columbia (UBC), Canada;
   g. Assiniboine College, Canada;
   h. Adult Learning Center, Canada;
   i. Cable Television Station, Canada;
   j. Brandon University, Canada;
   k. ICDL (International Center for Distance Learning), United Kingdom, for up-to-
      date information on open learning and distance education;
   l. UNESCO-PROAP Bangkok;
   m. UNDP/UNESCO Jakarta/Paris;
   n. the French Embassy;
III. ISSUES AND PROBLEMS

The main issues that concern SEAMOLEC is how SEAMOLEC can actualize its vision to be a center of experties in open and distance learning by 2010; to be able to assist other open and distance learning institutions based in the region or their needs; and to be a self finance regional institution.

Three major problems that SEAMOLEC currently facing are:
1. The monetary crisis that has predominated since 1997 has affected SEAMOLEC performance and slowed down achievement of its targets.
2. Not all SEAMOLEC staff is full-time employees.
3. SEAMOLEC cannot yet afford to hire the expatriate Deputy Director that is required. Considering the current financial condition of the host country, the Center will probably have to be dependent on foreign financial assistance for a couple of years before it can operate full fledge of its own.
IV. FUTURE DIRECTION

With the growing demands for flexibility, easy access and multimedia-based learning in the new paradigm of the future, open and distance learning has grown more and more in function and role in providing alternative solutions. Within this context, future direction of the Center will be on:

1. Expanding its activities by offering online courses on open and distance learning.
2. Developing improved marketing strategies to make the Center capable of self-supporting and sustaining.
3. Consolidating all activities and resources into solid integrated initiatives.
4. Improving performance and assured quality standard of its products and services.
5. Strengthening and expanding networking performance in the field of open and distance learning, nationally, regionally as well as internationally.

To support its operation for the next FY 1999/2000 the Center will continue:

1. Marketing its product and services such as production, publication, training and consulting.
2. Developing database management system and clearinghouse of information for quick, easy, and efficient references in decision-making processes.
## List of SEAMEO SEAMOLEC Staff

1. Dr. Arief S. Sadiman                     Interim Director
2. Dr. Anung Haryono                      Deputy Director of Research and Development, and Information
3. Drs. Sudirman Siahaan, MPd.            Secretary
4. Dr. WBP Simpanjuntak                   Head of Research and Development Division
5. Dr. AP Hardhono                       Head of Information Technology and Communication Division
6. Dr. Djoko Purwanto                    Head of International and Public Relation
7. Drs. Raphael Rahardjo, MSc.            Head of Training and HRD Division/Program Manager
8. Dra. Harina Yuhety, MPd.               Head of Finance
10. Drs. Rusjdy S. Arifin, M.Sc.          Training Officer
11. Drs. Muh. Lukman, MA.                 Planning Officer
12. Yanny Rakhamayani, S.Pd.              Research and Evaluation Officer
13. Dra. Rahmi Rivalina                   Marketing Officer
14. Indriya Garini Anggriani, SE          Bookkeeper Officer
15. Palupi Widistuti, S.Sos               Personnel Officer
16. Timbul Pardede, SE                    General Administrative Officer
17. Jani                                  Driver
SEAMOLEC ORGANIZATIONAL STRUCTURE

- Governing Board
  - Director
    - Head of Administration and Personnel Div
      - Personnel Ofc
      - General Adm Ofc
    - Deputy Director of R&D and Information
      - Head of Research and Development Div
        - Planning Ofc
        - Research and Evaluation Ofc
        - System Development Ofc
      - Head of Information Tech. And Comm Div
        - Information Tech. Div
        - Documentation and Resource Ofc
        - Publication Ofc
    - Deputy Director of HRD & Public Relation
      - Head of Information Tech. And Comm Div
        - Information Tech. Div
        - Documentation and Resource Ofc
        - Publication Ofc
      - Head of Int’l and Public Relation Div
        - Public Relation Ofc
        - Marketing Ofc
        - Center Liaison Ofc
      - Head of Training and HRD Div
        - Training Ofc
        - Training, Designer and Developer Ofc
        - Material Production Ofc
    - Head of Financial Div
      - Auditor Ofc
      - Bookkeeper Ofc
      - Paymaster Ofc
    - Head of Housekeeping Div
      - Logistic Ofc
      - Transportation Ofc
      - Maintenance and Repair Ofc
SEAMEO SEAMOLEC GOVERNING BOARD MEMBERS

1. Datin Hajah Jahrah binti Haji Mohamad (Brunei Darussalam)
   Special Duties Officer
   Permanent Secretary Office
   Ministry of Education
   Old Airport, Berakas, 3510
   Brunei Darussalam
   Phone: (673-2) 382 030
   Fax: (673-2) 332 395

2. Dr. Nath Bunroeun (Cambodia)
   Director of Teacher Training Department
   Ministry of Education, Youth and Sport
   133 Preah Norodom Boulevard, Phnom Penh
   Cambodia
   Phone: (855-23) 362 341, (855-15) 851 797
   Fax: (855-23) 362 341

3. Jahjah Umar, Ph.D (Indonesia)
   Director of Examination Development Center
   Ministry of Education and Culture
   Jl. Gunung Sahari Raya, No.4, Jakarta
   Indonesia
   Phone: (62-21) 573 1177
   Fax: (62-21) 572 1243

4. Mr. Chaleun Souvong (Lao PDR)
   Deputy Director General of Department of Non-Formal Education (NFE)
   Ministry of Education
   Lane Xang Road, Vientiane Municipality
   Lao PDR
   Phone: (856-21) 213 980
   Fax: (856-21) 223 489
5. Assoc. Prof. Dr. Md. Noor Saleh (Malaysia) : Dean School of Distance Education  
Universiti Sains Malaysia  
11700 USM, Penang, Malaysia  
Phone: (604) 658 7812  
Fax: (604) 657 5657  
Email: dir_cde@usm.my

6. U Min Than Thoung (Myanmar) : Rector of Yangon University of Distance Education  
Inya Road, No. 47A, University B.O.,  
Yangon, Myanmar  
Phone: (95-1) 525 138  
Fax: (95-1) 512 865  
Email: udey@wcmnm.com

7. Dr. Lidinila M. Luis Santos (Philippines) : Director IV of Bureau of Elementary Education  
Department of Education, Culture and Sports  
DECS Complex, Meral Co Ave Pasig City  
1600, Metro Manila, Philippines  
Phone: (63-2) 633 9347  
Fax: (63-2) 637 4346, 638 7105  
Email: bee@webquest.com

8. Mr. Tan Yap Kwang (Singapore) : Director of Educational Technology Division, Ministry of Education  
Kay Siang Road, Singapore 248922  
Republic of Singapore  
Tel. (65) 460 5401  
Fax.(65) 469 5623  
Email: tan_yap_kwang@moe.gov.sg
9. Dr. Kla Somtrakool  
(Thailand)  
: Deputy Director of Non-Formal Education 
Department, Ministry of Education 
Rajdamnern Avenue, Bangkok 10300

10. Prof. Dr. Hoang Ngoc Ha  
(Vietnam)  
: Deputy Director of Science and Technology 
Department 
Ministry of Education and Training 
49 Dai Co Viet, Hanoi, Vietnam 
Phone: (844) 868 0357 
Fax: (844) 869 4085