

Subject Administrative Note – 5th Global Youth Work Conference, Malaysia

From Majjeed, Saima <s.majjeed@commonwealth.int>

To

Cc Robinson, Layne <l.robinson@commonwealth.int>, Omar, Miski <m.omar@commonwealth.int>, Commonwealth Youth Programme <Youth@commonwealth.int>

Date Sunday August 17, 2025 1:16:17 PM

Dear NYMFP,

In continuation of my earlier correspondence regarding the 5th Global Youth Work Conference (17–19 November 2025, Kuala Lumpur, Malaysia), please find attached the Administrative Note for your reference and necessary arrangements.

We kindly request you to review the information and circulate it with your delegations/participants as appropriate.

Thank you for your kind cooperation, and we look forward to your active participation in the Conference.

Warm regards,

Saima

Saima Majjeed

Youth Officer

Social Policy Development - Youth

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যুব ও ক্রীড়া মন্ত্রণালয় (সচিবের দপ্তর)	
ডায়েরী নং	৯০৭
তারিখঃ	১৯/০৮/২৫
অতিরিক্ত সচিব (প্রশাসন/যুব)	
অতিরিক্ত সচিব (ক্রিয়ান/ক্রীড়া-১)	
যোগসচিব (মহাসচিব অফিস/ক্রীড়া-১)	
যোগসচিব (প্রঃ/যুব/ক্রিয়ান-১/২)	
সচিবের একান্ত সচিব	
সচিবের ব্যক্তিগত কর্মকর্তা	

সচিবের দপ্তর

যোগসচিব/উপসচিব (যুব-১ অধিশাখা) এর দপ্তর	
যুব ও ক্রীড়া মন্ত্রণালয়	
ডায়েরী নং-	১০৭
তারিখঃ	২০/৮/২৫
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সি.সচ. সচিব/নবকর্তী সচিব (যুব-১/২ শাখা)	
যোগসচিব/উপসচিব (যুব-১ অধিশাখা)	

যুব ও ক্রীড়া মন্ত্রণালয় (সচিবের দপ্তর)	
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উপসচিব/সচিব (যুব-২ অধিশাখা)	
যোগসচিবের ব্যক্তিগত কর্মকর্তা	




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From: Majeed, Saima

Sent: Wednesday, April 16, 2025 1:10 PM

Cc: Robinson, Layne <l.robinson@commonwealth.int>; Omar, Miski <m.omar@commonwealth.int>; Commonwealth Youth Programme <Youth@commonwealth.int>

Subject: Invitation to the 5th Global Youth Work Conference – Malaysia, 17–19 November 2025

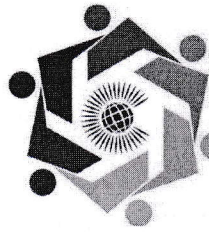
Dear NYMFP,

We are pleased to inform you that the Commonwealth Secretariat, in partnership with Universiti Putra Malaysia and the Commonwealth Alliance of Youth Workers' Associations (CAYWA), will be organising and convening the 5th Global Youth Work Conference from 17–19 November 2025 at the International Youth Centre in Kuala Lumpur, Malaysia.

This flagship conference will bring together youth workers, senior government officials, partners, and stakeholders from across the Commonwealth under the theme: **“Youth Work in a Changing World: Sustaining Local Wisdom for Global Connectivity.”**

Attachments

Global Youth Work Conference Admin Note 2025_final.pdf (274 KB)



**5TH GLOBAL
YOUTH WORK CONFERENCE**

**YOUTH WORK IN A CHANGING WORLD:
SUSTAINING LOCAL WISDOM FOR GLOBAL CONNECTIVITY**

Notes on Administrative Arrangements

5th Global Youth Work Conference

**International Youth Centre (IYC)
Kuala Lumpur
Malaysia**

17 to 19 November 2025

Theme:

***“Youth Work in a Changing World:
Sustaining Local Wisdom for Global Connectivity”***

Please note that information in this document is subject to change and we will notify you of any revised arrangements in advance of your visit.

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1. Introduction

Youth represent of a significant portion of the global population. In Commonwealth countries alone, they represent 1.5 billion individuals, which accounts for 60% of the total population. With a growing youth population, youth work becomes increasingly critical in guiding young people to realise their full potential. Youth workers play a vital role in equipping young people with essential skills and knowledge, fostering positive relationships, and promoting active citizenship. By bridging the rich cultural heritage of youth work with local expertise and leveraging the power of global connectivity, young people are better prepared to navigate an ever-evolving world.

The Global Youth Work Conference is one of the few international platforms dedicated to celebrating and convening youth workers. This conference will address the challenges faced by youth workers, including political, social, economic, technological, and environmental issues, and the necessity to support young people in achieving their aspirations. In 2025, the fifth iteration of the conference will be hosted in Malaysia, jointly organised by the Commonwealth Secretariat, Commonwealth Alliance of Youth Workers Association (CAYWA), and Universiti Putra Malaysia (UPM) through the Institute for Social Science Studies (IPSAS). This conference, held in the Asia region for the first time, aims to strengthen the professionalisation of youth work and encourage decision-makers to recognise its global importance.

In 2025, Malaysia will also assume the Chair of ASEAN, marking a historic year as Association of Southeast Asian Nations (ASEAN) celebrates the 10th anniversary of the ASEAN Community. Youth constitute approximately 34% of the total ASEAN population, making youth work crucial for the region in areas of future leadership, innovation, dynamism, community building, socioeconomic development, and addressing global challenges. By focusing on youth work, ASEAN can build a more inclusive, resilient, and harmonious community, prepared to tackle contemporary and emerging challenges on both regional and global scales.

The 5th Global Youth Work Conference 2025 will serve as a collaborative and dynamic platform to foster global partnerships and celebrate the collective impact of youth work. Grounded in the exploration of youth work theory and practice, the conference will facilitate a comprehensive space of shared values, policies, methodologies, and priorities, while acknowledging and learning from diverse perspectives.

This conference will cultivate an environment for sustained knowledge exchange, both during and after the event, and challenge participants to develop innovative, sustainable networks that advance the field of youth work. By leveraging collective expertise and experiences, the conference will empower participants to collaborate with young people in building a more equitable and peaceful world. Participants will gain knowledge, inspiration, and practical tools, reinforcing their vital role in youth development and empowering them to advocate for enhanced support for young people locally, regionally, and globally.

The conference will be structured around key sub-themes, addressed through keynote presentations and interactive breakout sessions. These sub-themes provide a flexible framework for knowledge sharing and collaboration, ensuring the celebration of diverse youth work innovations globally.

2. Dates and Venue

The 5th Conference on Youth Work will be held at the International Youth Centre (IYC), Kuala Lumpur, Malaysia from Monday, 17 November to Wednesday, 19 November 2025.

Address:

International Youth Centre (IYC)
Jalan Yaacob Latif
Bandar Tun Razak
56000 Kuala Lumpur
Wilayah Persekutuan
Kuala Lumpur, Malaysia

There will be a *closed* Commonwealth Youth Ministerial Taskforce Meeting on the 16th November 2025 by invite only. Information will be shared with meeting participants and invited guests.

3. Conference Theme

The overall theme of the conference is: *Youth Work in a Changing World: Sustaining Local Wisdom for Global Connectivity*

Sub-Themes of the Conference

The conference is to be centred on key sub-themes and will be addressed through a series of key notes and breakout sessions.

In an era defined by rapid technological advancements, shifting political landscapes, and evolving social norms, youth work must navigate these changes while staying rooted in the values, traditions, and wisdom of local communities. The future of youth work lies in balancing adaptation with preservation—harnessing local knowledge to inform global solutions and ensuring that young people are not only prepared for a changing world but also empowered to shape it.

Framing the sub-themes through the PESTLE framework—Political, Economic, Social, Technological, Legal, and Environmental—provides a comprehensive lens to explore the external forces shaping youth work. However, beyond merely responding to these factors, youth work must actively bridge the gap between local wisdom and global connectivity. This means recognising and valuing traditional governance structures, community-driven economic models, cultural heritage, and ecological knowledge while equipping young people with the skills and opportunities to engage with and influence global systems.

By integrating youth agency and sustainability across all sub-themes, this conference will explore how young people, practitioners, and policymakers can co-create youth work approaches that are both innovative and grounded in cultural identity, both globally connected and locally led.

1. Political

This sub-theme explores how youth work can empower young people to engage in civic life, advocate for their rights, and integrate local governance wisdom into policy frameworks, ensuring youth participation is meaningful and reflective of diverse cultural contexts.

2. Economic

This theme explores examines how youth work can provide economic resilience through vocational training, entrepreneurship, and financial literacy while leveraging community-driven economic models, such as cooperative businesses, indigenous trade practices, and social enterprises. It also considers how youth can play an active role in building sustainable, locally anchored economies that are globally competitive.

3. Social

As societies become more interconnected, cultural identity, inclusion, and social cohesion remain at the heart of youth work. This sub-theme delves into how youth work can foster belonging and intercultural understanding while preserving cultural heritage. It examines how youth-led initiatives can challenge discrimination, strengthen community bonds, and ensure that diversity is a foundation for unity, not division.

4. Technological

Technology is transforming how young people engage with the world, yet it also presents challenges such as the digital divide and ethical concerns around AI and data privacy. This sub-theme explores how digital tools can enhance youth engagement, education, and advocacy, not just by improving access but by amplifying local voices and preserving indigenous knowledge in the digital space. It considers how youth work can empower young people to navigate the complexities of technology responsibly while ensuring that digital innovation serves all communities equitably.

5. Legal

Legal frameworks shape youth rights, protection, and participation. However, youth justice systems, human rights protections, and child welfare policies must also reflect culturally sensitive approaches that respect local traditions of conflict resolution, restorative justice, and community-led safeguarding. This sub-theme examines how youth work can advocate for laws that both protect young people and uphold the values of their communities, ensuring legal systems are inclusive and responsive to the realities of youth worldwide.

6. Environmental

Youth are at the forefront of climate action, and youth work must equip them with the tools to lead sustainable change. This sub-theme explores the role of youth work in bridging modern sustainability solutions with traditional ecological knowledge. It highlights how community-driven conservation efforts, indigenous land stewardship, and youth-led activism can come together to create a more resilient and sustainable future.

4. Meetings, Conference Agenda and Registration

Commonwealth Youth Ministerial Taskforce Meeting

There will be a **closed** Commonwealth Youth Ministerial Taskforce Meeting on the 16th November 2025 by invite only. Information will be shared with meeting participants and invited guests.

Opening Ceremony

The official opening of the conference will take place at 09:00hrs (GMT +8) on Monday, 17 November 2025. A detailed programme of the opening ceremony will be shared closer to the event.

Agenda

The conference agenda will include plenary sessions each day when invited leaders in the field of youth work and youth development will share their learnings and expertise to contextualise and open the discussions for the day.

Delegates will then breakout into sessions of their choosing to learn, discuss and share knowledge in a range of session formats including workshops, roundtables, panel discussions and presentations.

Register here: <https://www.globalyouthworkconference.com/registration>

Breakout Sessions

All delegates are required to pre-select the sessions they wish to attend. Confirmed delegates will be invited to select session when the full agenda is announced.

5. Cost

You are responsible to cover the costs of your travel, accommodation, visa (applicable) and all other related travel expenses.

For selected international participants, full or partial sponsorship will be available. Please note that we will reach out to those selected.

6. Conference Registration, Accreditation and Badges

In-Person Registration

The Universiti Putra Malaysia will use accreditation to manage attendance at the conference.

Further to the Expression of Interest earlier this year, participants are now asked to complete final registration for accreditation to the conference. Please click on the following link to register: <https://www.globalyouthworkconference.com/registration>

All attendees will be responsible for ensuring that their details are entered correctly on the conference website.

If you experience difficulties with the registration platform, please contact the organising team, sec.gywc2025@gmail.com

Please note that registration will close at 17:00hrs (BST) on 30 September 2025.

Once registered, delegates will receive a confirmation email which should be shown upon arrival at the IYC.

Badges will need to be collected and worn at all times to gain access to all conference sessions and activities. Please note that conference badges are non-transferable.

7. Distribution of documents and session recordings

Documents and recordings will be available to download and view on the conference platform for a month after the event.

8. Website

The conference website can be accessed at <https://www.globalyouthworkconference.com>. Here, delegates will find information of relevance, importance and interest to the conference.

9. Contact

Delegates should contact the following individuals for further information:

General enquiries

- Nurul-Huda, Conference Director (Technical), nurul.icipj@gmail.com | sec.gywc2025@gmail.com
- Miski Omar, Youth Officer, Commonwealth Secretariat m.omar@commonwealth.int

Media enquires

- Charmaine Wright, Head of Media Relations, Commonwealth Secretariat, c.wright@commonwealth.int

Emergency Contact

- Dial 999 or 991 in case of an emergency from any mobile or landline phone.

10. Media Enquiries

UPM and Commonwealth Secretariat are responsible for overseeing media coverage of the conference. Media representatives may be invited to attend the conference.

- For any media enquiries please contact Charmaine Wright, Head of Media Relations, Commonwealth Secretariat, c.wright@commonwealth.int and Dr. Ijeoma Onyeator, Communications Officer, Commonwealth Secretariat (i.onyeator@commonwealth.int).

11. Social media

The following official channels will be used to promote the conference as appropriate:

UPM:

Facebook:

- <https://www.facebook.com/IPSAS-Institute-for-Social-Science-Studies-UPM-180337575345368/>

<https://www.facebook.com/UniPutraMalaysia>

Commonwealth Secretariat:

YouTube: <https://www.youtube.com/user/commonwealthtube>

LinkedIn: <https://www.linkedin.com/company/commonwealth-secretariat/?trk=prof-exp-company-name>

Instagram: https://www.instagram.com/commonwealth_sec/

Facebook:

- <https://www.facebook.com/ComSecYouth/> and
- <https://www.facebook.com/commonwealthsec>

Twitter:

- <https://twitter.com/comsecyouth> and
- <https://twitter.com/commonwealthsec>

12. Arrivals, Visa and Customs

Airport Arrivals at Kuala Lumpur International Airport 1 or 2

There are 2 international airports namely Kuala Lumpur International Airport (KLIA 1 or KLIA 2). They are located 53 kilometres from IYC by car.

- ***Option 1: Coach***

You can take the airport bus to **KL Sentral**, then take the taxi / e-hailing (e.g. Grab app) car to IYC. This method will cost around MYR30-40 and will take 1.5 hours. For airport bus info visit - <https://airports.malaysiaairports.com.my/en/klia1/air-travel/public-transport?tab=bus>

- ***Option 2: Train***

You can take **KLIA Express** from the airport to **KL Sentral** and take the taxi / e-hailing (e.g. Grab app) car to IYC. You may purchase train tickets at the machines or station kiosk at the stations. This method will cost around MYR50-70 and will be around 1-1.5 hours. For airport train info visit <https://www.kliaekspres.com>

- ***Option 3: e-Hailing (recommended)***

You can take e-hailing (e.g. Grab app) car to IYC direct at only MYR60-MYR75 for the standard car and MYR90-120 for 6-seater cars. The journey is around 45mins to 1.5hours, depending on traffic. Download and install the app for e-hailing service. You can choose either GRAB / AirAsia MOVE / BOLT / MAXIM.

****IMPORTANT**:**

**Do not deal with taxi touts that are offering their service in the arrivals area.
Only book via the app.**

Visas

The Malaysia visa policy allows visa-free entry for up to three months to citizens of several countries, most of which are ASEAN and Commonwealth states. If you are not from the countries included on the visa-exemptions, then you will have to apply for a standard Malaysia tourist visa. Please allow plenty of time for visa application and processing. For info visit <https://www.imi.gov.my/index.php/en/main-services/visa/visa-requirement-by-country/>

All foreign visitors need a Malaysian Digital Arrival Card (MDAC) before arriving in Malaysia. <https://imigresen-online.imi.gov.my/mdac/main>

A Note Verbale may be provided for international delegates upon request. Please contact, Azimin Ibrahim, Commonwealth Secretariat at a.ibrahim@commonwealth.int

Customs

Normal customs procedures will be upheld for all delegates.

Arrival and departure dates

Delegates are advised to plan their travel/transport arrangements which ensure they arrive in Kuala Lumpur, Malaysia on Sunday, 16 November 2025 and preferably depart on Wednesday, 19 November 2025, where possible.

13. COVID-19 Measures

COVID-19 mitigation measures will be taken in line with current Malaysian Government requirements and will be reviewed and adjusted on an ongoing basis. Currently there are no requirement for delegates to provide negative test results or mask mandates. Delegates are welcome to wear masks, if they desire.

14. Accommodation and Hospitality

Accommodation

Sponsored delegates will be placed at the conference venue - International Youth Center.

Other delegates may choose to stay at the following hotels:

- **International Youth Center, Cheras (3 star)**
The IYC is owned by Ministry of Youth and Sports. It offers a diverse range of rooms for single travellers to groups. Price ranges from USD 20-30 per night.
- **Komune Living & Wellness, Cheras (4 star)**
This hotel is located across the lake from IYC. Newly opened in year 2022. Price ranges from USD 30-40 per night
- **Vivatel Hotel Kuala Lumpur, Cheras (4 star)**
The hotel is located about 15minutes drive to IYC. It has been undergoing progressive refurbishment effort. Price ranges from USD 30-40 per night.

You may use this link which will show hotel options that are within a short distance of the conference venue: <https://www.globalyouthworkconference.com/accomodation>

Hospitality

Registered delegates will be provided with all meals for the duration of the conference. Dietary requirements will be requested on registration and provided for.

Please indicate if you have any dietary requirements.

15. Dress Code

- Dress for the Conference is business or national attire;
- Dress code for Welcome Night Networking Dinner is traditional costume;
- Dress for Gala Dinner is formal or traditional attire.
- Dress for Field Visits/ Cultural Tour is organisation shirt / smart casual.

16. Health Services

Health services in Malaysia can be accessed via private clinics, community clinics, private or general hospital. Opposite the IYC is the HUKM, which is a teaching hospital under the National University of Malaysia (UKM).

You are required to have Yellow Fever vaccine if you are coming from any of the countries listed here - <https://www.moh.gov.my/index.php/pages/view/1365>

There will be First Aid provisions on site at the conference. For out of hours, delegates are advised to contact conference organisers that can be found in section 17.

17. Visitor Information and Services

Climate

Malaysia climate is hot and humid, with moderate rain every few days. Daily, temperatures range from mid 20s Degree Celsius (70s F) to 35 Degree Celsius (mid-90s F) near the end of the month.

Time

The time in Malaysia is GMT+8.

Banking Services and Currency

The currency in Malaysia is Ringgit Malaysia (MYR), the exchange rates are subject to fluctuation. Most internationally recognised currencies and travellers' cheques can be exchanged at commercial banks, hotels and international airport. Major credit cards are accepted in most hotels, restaurants and shops. Automated Teller Machines (ATM) is available at the venue.

Telecommunication

The major Malaysia mobile phone providers are U Mobile, Maxis, Celcom-Digi, OneXOX and many more.

Mobile phone companies provide internet via 3G, 4G and 5G, SIM cards are widely available from shops. Alternatively, you may buy e-sim via trip.com or other websites before arriving in Malaysia.

There are several mobile phone companies selling local sim cards as you exit the terminal buildings.

Electricity Supply

In Malaysia, the power plug sockets are of type G (three flat prongs). The standard voltage is 230 V and the frequency is 50 Hz. Adaptors are available to purchase at airports and some shops.

Driving

All passengers, including the driver must wear a seatbelt. Driving in Malaysia is on the left-side of the road.

It's illegal to hold and use a phone, sat nav, tablet, or any device that can send or receive data, while driving or riding a motorcycle. This means you must not use a device in your hand for any reason, whether online or offline. You can use devices with hands-free access, as long as you do not hold them at any time during usage.

Smoking

Smoking is not permitted inside the International Youth Center. Smoking, including electronic cigarettes are not permitted inside the conference venue or accommodation. Designated smoking areas will be sign posted.

Business and Shopping

Shops and malls are usually open from 10:00hrs to 22:00hrs from Monday to Sunday. Nearby malls to IYC include the Midvalley Megamall, Cheras Leisure Mall, EkoCheras Mall, Sunway Velocity, MyTown Shopping Center and Ikea.

For bargain hunting, there is Eco-Shop which sells a variety of items with prices around USD 50cents, located opposite Komune Living & Wellness. Food trucks operate outside the stadium located next to the IYC at night.

Code of Conduct

As a delegate, you represent your country, and it is therefore important you exhibit appropriate conduct throughout the conference. All delegates should participate fully in the conference and demonstrate respect for each other's cultures, views, opinions and religions.

Safeguarding Policy

The Commonwealth Secretariat is committed to the safeguarding of children, young people and vulnerable persons from all forms of harm, violence or abuse.

The Secretariat takes its responsibility, and that of anyone who represents us, to ensure the safety of all children and young people and to minimise harm that may occur as a result of our activities.

We would like to encourage all delegates to please read through our Safeguarding Policies by clicking the link: https://production-new-commonwealth-files.s3.eu-west-2.amazonaws.com/s3fs-public/2023-02/Safeguarding%20Policy_2.pdf?VersionId=gXCoYilkU7C7vlziKBfDk_kWlZ_ujPBx