



MEMORANDUM

FOR : The Directors
Climate Change Service
Forest Management Bureau
Biodiversity Management Bureau
Environmental Management Bureau
Mines and Geosciences Bureau

The Executive Director
National Water Resources Board

FROM : The OIC Director
Policy and Planning Service

SUBJECT : **REQUEST FOR THE LIST OF REGULAR ASEAN MEETINGS TO BE HOSTED BY THE PHILIPPINES DURING ITS ASEAN CHAIRSHIP IN 2026**

DATE : **14 SEP 2023**

This refers to the letter dated 11 September 2023, from Assistant Secretary Daniel R. Espiritu, Office of the ASEAN Affairs, Department of Foreign Affairs regarding the request for the list of all regular ASEAN Meetings to be hosted by the Philippines during its ASEAN Chairship in 2026.

On 43rd ASEAN Summit and Related Summits held in Jakarta, Indonesia on 05 September 2023, the President announced that the Philippines will be chairing and hosting ASEAN 2026, instead of 2027. In this regard, as part of the Philippines' preparations, may we request your office to submit the **list of all regular ASEAN meetings under your respective Sectoral Bodies, with tentative dates in 2026** by filling up the attached forms or through this link <https://bitly.ws/UzNS>

We would greatly appreciate receiving your inputs and/or responses **on or before 15 September 2023 (Friday) at 12:00 p.m.** to facilitate the consolidation of the list to be submitted to DFA.

For your information and consideration, please.


CHERYL LOISE T. LEAL

Subject: [EXTREMELY URGENT] DIV1-291-ASEAN-2023 List of Regular ASEAN Meetings to be hosted by the Philippines during its ASEAN Chairship in 2026

messages

PS - Policy Studies Division <policy@denr.gov.ph>

Tue, Sep 12, 2023 at 5:33 PM

to: "Kelsie C. Miniano" <kcmminiano@denr.gov.ph>

cc: Anna Michelle Lim <milim@denr.gov.ph>, Cherry Winsom Holgado <cherry.winsom@gmail.com>, "Zayrelle Ann U. Suello" <zausuello@denr.gov.ph>, Cherry Winsom Holgado <cfholgado@denr.gov.ph>

Dear Kelsie,

Please handle. Please draft a memo to all Bureaus except LMB, ERDB including NWRB to solicit the needed information or you may send it in advance to generate the data needed which has a deadline on September 15, 2023. You may consult Missy. Thanks

Make sure we do the follow up

Ging

----- Forwarded message -----

From: **Office ASEAN** <asean@dfa.gov.ph>

Date: Tue, Sep 12, 2023 at 11:00 AM

Subject: [EXTREMELY URGENT] DIV1-291-ASEAN-2023 List of Regular ASEAN Meetings to be hosted by the Philippines during its ASEAN Chairship in 2026

To: DOJ-1 (ALAWMM) <osec@doj.gov.ph>, DOJ legalstaff <DOJLegalStaff@doj.gov.ph>, <RSPPU@doj.gov.ph>, <ldsuan@doj.gov.ph>, DOJ mlangeles <mlangeles@doj.gov.ph>, DND OUSSAP <dnd.oussap@gmail.com>, <oasla@dnd.gov.ph>, OASAI-A-DND <oasaiamails@dnd.gov.ph>, Director Marita Yoro <myoro@dnd-ph.org>, AMTB-DND Chrishel Suerte <suertecd@dnd.gov.ph>, Faysaleyyah Abdullah <fabdullah@dnd-ph.org>, <pdps@ocd.gov.ph>, Assistant Secretary for International Relations <dilg.oasir@gmail.com>, Lilian De Leon <lmdeleon@dilg.gov.ph>, DILG-1 (AMMTC) <emano@dilg.gov.ph>, <jlorenz.royo@gmail.com>, DILG-2 (AMMTC) <osec@dilg.gov.ph>, Ilyne Galasinao <icgalasinao.dilg@gmail.com>, <somtc.dilg@gmail.com>, MYRNA SANTOS <myrnasantos2017@gmail.com>, Ronaldo Magsakay <rcmagsakay@dilg.gov.ph>, <dennisvillasenor@yahoo.com>, <jggalorport@dilg.gov.ph>, DILG PS-MED <srd_psdilg@yahoo.com>, <acquistot@dilg.gov.ph>, <adcatesio.dilg@gmail.com>, <Irmagsino@gmail.com>, <apfajardo@dilg.gov.ph>, <opapp.jd@gmail.com>, INTERNATIONAL COOPERATION AND PARTNERSHIP OFFICE <icpo@peace.gov.ph>, <comms@peace.gov.ph>, OPAPP OSEC <opapp.osec@gmail.com>, PCTC DPP <dpp@pctc.gov.ph>, <kimberlyespino147@gmail.com>, Deodennis Joy Marmol <dje.marmol@hotmail.com>, <nanzme12@yahoo.com>, dan_ger143 <dan_ger143@yahoo.com.ph>, BI commsec <bicommsec@gmail.com>, <norman.tansingco@immigration.gov.ph>, Bureau of Immigration Philippines <immigPH@gmail.com>, Hazeline Pia Barroso <hazel_barroso@yahoo.com>, <jcaringal.immigration@gmail.com>, BI International Cooperation Desk <icd.ird@gmail.com>, DGICM BI <dgicm.immigrationph@gmail.com>, <ird_monitoring@yahoo.com>, <bayangbanal22@yahoo.com>, <ironmaiden3845@yahoo.com>, ATC PMC <atcpmc.mabini@gmail.com>, grace alma amargo <gracia_alma85@yahoo.com>, DDB (AMMD) <cscuy@ddb.gov.ph>, <rfarambulo@ddb.gov.ph>, <lhengmatibag@yahoo.com>, <mabvmatibag@ddb.gov.ph>, DDB-2 (AMMD) <ddbchair@gmail.com>, Office of the Executive Director <oed@ddb.gov.ph>, Teresita Pineda <tcpineda.ddb@gmail.com>, <tcpineda@ddb.gov.ph>, IAD, OJ5 ASEAN <iadoj5.asean@gmail.com>, AFP Logistics Support Command <afplsc2021@gmail.com>, <roncalma.glaiza@gmail.com>, Carlo A. Arcilla <caarcilla@pnri.dost.gov.ph>, <mavitug@pnri.dost.gov.ph>, Ma. Carmina B. Acuna <mcb.acuna@nsc.gov.ph>, clarisse garcio <cergarcio@yahoo.com>, <cer.garcio@gmail.com>, <ammerjudio@gmail.com>, AMTB-NSC Ma Cyrrel Valentin <valentincyrrel@gmail.com>, <at.dailo@nsc.gov.ph>, AMTB-NSC Adelwisa Merjudio <am.merjudio@nsc.gov.ph>, <cpcg@coastguard.gov.ph>, <cguevarra@coastguard.gov.ph>, <barnuevoeam@gmail.com>, <flag.office@yahoo.com>, <cg5@coastguard.gov.ph>, CG5 DIVISION 1 <cg5.div1@coastguard.gov.ph>, DCCGS for Maritime Security Services CG-14 <cg14@coastguard.gov.ph>, <mayer3176@gmail.com>, <imbcoms@coastguard.gov.ph>, AMTB-PCG Chermalyn Musa <mchermalyn@gmail.com>, <janchristianuy77@gmail.com>, DIA OA-5, PAF <dia.plans.hpaf@gmail.com>, OCPNP - Situation Room <srocpnp@yahoo.com>, PNP <messagecenter.tcds@pnp.gov.ph>, <odo.pnp@gmail.com>, Maritime Group <mg_operationcenter@yahoo.com.ph>, <rmoncrmg@yahoo.com.ph>, IAIAD DPL PNP <iaiad.dpl.pnp@gmail.com>, <genie.balubal@pnp.gov.ph>, <led.do.official@gmail.com>, <osocesnat@gmail.com>, <rodel_alcantara019@yahoo.com>, <OFOICPN@gmail.com>, <chiefon5@gmail.com>, LAYUGAN KURL WINSTON, TORINO <kurlwinstonl@gmail.com>, <chief.ia.on5@gmail.com>, Plans N5 <hpn.n5plans@gmail.com>, <crissergio98@gmail.com>, <jayorbase@gmail.com>, Jonathan Dirain <jonathan.dirain@ncws.gov.ph>, Celine Angela Tiu <catiu.ncwcs@gmail.com>, <haidee.changcoco@ncws.gov.ph>, Secretariat2 NCWS <Secretariat2@ncws.gov.ph>, <oed@comelec.gov.ph>, <jccalida@gmail.com>, <cdbuendia@osg.gov.ph>, <secretariat.osg@gmail.com>, NICA <apimonteagudo@nica.gov.ph>, VIRGILIO A. HERNANDEZ <ddg-ops@nica.gov.ph>, VIRGILIO A. HERNANDEZ <cds@nica.gov.ph>, <pdeaodg@yahoo.com.ph>, <ronaldoqdelasalas@yahoo.com>, Foreign Training Division <icfas.ftd@pdea.gov.ph>, PDEA icfas <icfas@pdea.gov.ph>, AMLC Secretariat <secretariat@amlc.gov.ph>, Mary-Joy J. Gache-Marasigan <mmarasigan@amlc.gov.ph>, Ma. Cielito Carmela Gabrielle G. Mateo <mgmateo@amlc.gov.ph>, Alvin L. Bermido <abermido@amlc.gov.ph>, <bernardo@amlc.gov.ph>, <iod@nbi.gov.ph>, <joeymoran07@yahoo.com>, <maspacio.pceds@gmail.com>, <ericknielson.javier@gmail.com>, <ndcpop@gmail.com>, <manmar.ndcp@gmail.com>, <reyma.cacho@ndcp.edu.ph>, Mico Galang <mico.galang@ndcp.edu.ph>, Usec. Ceferino S. Rodolfo <CeferinoRodolfo@dti.gov.ph>, amtb Atty. Allan B. Gepty <AllanGepty@dti.gov.ph>, Angelo Salvador M. Benedictos <AngeloSalvadorBenedictos@dti.gov.ph>, AMTB-DTI Denise Cheska Enriquez <DeniseCheskaEnriquez@dti.gov.ph>, Jan

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Cc: Div1 ASEAN <asean.div1@dfa.gov.ph>

Dear Sirs/Mesdames,

Good day!

Attached is a letter from Assistant Secretary Daniel R. Espiritu on the above subject, along with its attachments.

Kindly acknowledge receipt.

Thank you and best regards.






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Thank you.

Policy Studies Division
3rd Floor, Policy and Planning Service
Department of Environment and Natural Resources
Visayas Avenue Diliman, Quezon City
Telefax No. 925-1183

3 attachments

-  **DIV1-291-ASEAN-2023 List of Regular ASEAN Meetings to be hosted by the Philippines during its ASEAN Chairship in 2026.pdf**
161K
-  **[Form 1] List of Regular ASEAN Meetings to be hosted by the Philippines during ASEAN Chairship 2026.docx**
15K
-  **[Form 2] List of One-Off ASEAN Meetings to be hosted by the Philippines during ASEAN Chairship 2026.docx**
15K



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

OFFICE OF ASEAN AFFAIRS

EXTREMELY URGENT

Our Ref. No. : DIV1-291-ASEAN-2023
Subject : **List of Regular ASEAN Meetings to be hosted by the Philippines during its ASEAN Chairship in 2026**
Date : 11 September 2023

Dear Colleagues,

As announced by the President at the 43rd ASEAN Summit and Related Summits last 05 September 2023 in Jakarta, Indonesia, the **Philippines will be chairing and hosting ASEAN in 2026**, instead of 2027.

In accordance with Article 31 of the ASEAN Charter, the ASEAN Member State assuming the Chairship shall chair the ASEAN Summit and Related Summits, the ASEAN Coordinating Council, the three (3) ASEAN Community Councils, relevant ASEAN Sectoral Bodies and Senior Officials, and the Committee of Permanent Representatives.

As part of the Philippines' preparations, the Department respectfully requests your good Offices to submit a **list of all regular ASEAN Meetings under your respective ASEAN Sectoral Bodies, with tentative dates in 2026**, by filling up the attached table. Agencies may also wish to fill up the second table containing planned or expected one-off ASEAN Meetings with tentative dates in 2026 as additional inputs.

The Department will consolidate all the List of Meetings to be hosted by the Philippines during its Chairship in 2026, and present it to the Office of the President for information and consideration. The Department will appreciate receiving inputs **not later than 15 September 2023 (Friday) at 1500H COB** through asean.div1@dfa.gov.ph.

Thank you very much and we look forward to your support in chairing ASEAN in 2026.

Very truly yours,

DANIEL R. ESPIRITU
Assistant Secretary

ALL AMTB AGENCIES

Attachment: as stated

Form 1:

**LIST OF REGULAR ASEAN MEETINGS TO BE HOSTED BY THE PHILIPPINES DURING ITS
ASEAN CHAIRSHIP IN 2026**

Name of Agency	Level of Participation*	Meeting	ASEAN Sectoral Body (if applicable)	Target Implementation Date	Target Implementation Area	Remarks (if any)
<i>SAMPLE ONLY</i>						
<i>Department of Foreign Affairs (DFA)</i>	<i>Leaders</i>	<i>48th ASEAN Summit</i>	<i>N/A</i>	<i>Q2</i>	<i>Cebu City</i>	
<i>Department of Foreign Affairs (DFA)</i>	<i>Working Group</i>	<i>43rd Meeting of the ASEAN Intergovernmental Commission on Human Rights (AICHR)</i>	<i>AICHR</i>	<i>March, Q1</i>	<i>Manila</i>	

The **Level of Participation shall be identified based on the following:

- Leaders/President
- Ministerial (i.e., Department Secretaries, Executive Secretaries, and of equivalent rank)
- Senior Officials (i.e., Undersecretaries, Deputy Executive Secretaries, and of equivalent rank)
- Working-Group (i.e., Assistant Secretary or Director-General, Bureau Directors, and of equivalent rank)

Form 2:

**LIST OF ONE-OFF ASEAN MEETINGS TO BE HOSTED BY THE PHILIPPINES DURING ITS
ASEAN CHAIRSHIP IN 2026**

Name of Agency	Level of Participation*	Meeting	ASEAN Sectoral Body (if applicable)	Target Implementation Date	Target Implementation Area	Remarks (if any)
<i>SAMPLE ONLY</i>						
<i>Department of Foreign Affairs (DFA)</i>	<i>Leaders</i>	<i>EAS Leaders Retreat</i>	<i>N/A</i>	<i>Q4</i>	<i>Manila</i>	<i>To be be organized during the 49th ASEAN Summit and Related Summits</i>

The **Level of Participation shall be identified based on the following:

- Leaders/President
- Ministerial (i.e., Department Secretaries, Executive Secretaries, and of equivalent rank)
- Senior Officials (i.e., Undersecretaries, Deputy Executive Secretaries, and of equivalent rank)
- Working-Group (i.e., Assistant Secretary or Director-General, Bureau Directors, and of equivalent rank)