



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS YAMAN



MEMORANDUM

FOR : The Executive Director
National Water Resources Board

The Director
Forest Management Bureau
Environmental Management Bureau
Mines and Geosciences Bureau
Biodiversity Management Bureau

FROM : The OIC Director
Policy and Planning Service

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

DATE : 08 MAR 2024

This is in reference to the letter of Asst. Sec. Daniel R. Espiritu of the Office of ASEAN Affairs, Department of Foreign Affairs, dated 20 February 2024, requesting assistance in refining the indicative list of meetings to be hosted by the Philippines during its ASEAN Chairship in 2026.

It can be recalled that the Philippines was originally slated to assume the role of ASEAN chair and host in 2027, with Laos, Malaysia, and Myanmar to supposedly chair in 2024, 2025, and 2026, respectively. However, Myanmar opted to forego its turn, in which the Philippines accepted the responsibility to lead and chair the ASEAN in 2026.

Attached herewith is the aforementioned letter and indicative list of meetings together with other pertinent documents for your reference and perusal. The same shall be forwarded to your respective email addresses.

With reference to inputs from your offices, submitted to the Department of Foreign Affairs (DFA) in letter dated 01 December 2023 (attached), we would like to request additional information required by the DFA in their matrix such as, but not limited to **number of participants, month, tentative venue, proposed dates, etc.** Your office may also wish to add to the indicative list of meetings to be hosted by the Philippines in 2026 which you may access through this link: <https://tinyurl.com/IndicativeListOfMeetings2026>.

Please submit the requested additional information and additional inputs to the indicative list of meetings to psddivision@gmail.com, copy furnished ouppia@denr.gov.ph, on or before **11 March 2024**.

For your information and appropriate action, please.


CHERYL LOISE T. LEAL

MEMO NO. -2024-238



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

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OFFICE OF ASEAN AFFAIRS

URGENT

Our Ref. No. : DIV1-061-ASEAN-2024
Subject : **Indicative List of Meetings to be Hosted by the Philippines during its ASEAN Chairship in 2026**
Date : 20 February 2024

Dear Colleagues,

Further to our letter DIV1-291-ASEAN-2023 dated 11 September 2023, the Department wishes to provide your Offices with the **Indicative List of Meetings to be Hosted by the Philippines during its ASEAN Chairship in 2026** (as of 20 February 2024). This list was consolidated based on the information provided by your Offices and the ASEAN Secretariat.

To refine the list further, DFA-ASEAN requests your assistance on the following, particularly on the Meetings listed under your Agency/ ASEAN Sectoral Body:

1. **Cross-check the ASEAN Meetings identified by the ASEAN Secretariat and/or DFA-ASEAN which are under your agencies' purview and determine whether it should be included in the list of meetings hosted by the Philippines in 2026.** Agencies are requested to mark their decision or feedback in the remarks column corresponding to the meeting in question.
2. **Determine which Meetings will not be Chaired by the Philippines but should be hosted/organized in the Philippines** (e.g., *The Indonesia-Malaysia-Thailand Growth Triangle (IMT-GT) Leaders' Summit is tentatively scheduled during the 48th ASEAN Summit and Related Meetings*).
3. **Determine which Meetings will be Chaired by the Philippines but will not be hosted/organized in the Philippines** (i.e., *Informal ASEAN Foreign Ministers' Meeting to be held back-to-back with the 81st Session of the UNGA in New York, USA*).
4. **In cases where there is uncertainty over the Chairing or hosting by the Philippines of an ASEAN Sectoral Body or an ASEAN Meeting in 2026 due to Myanmar, the Department suggests that agencies discreetly engage their counterparts in Myanmar on these issues to reach a clear way forward.** The Department posits that preparations for the budget for ASEAN Meetings to be hosted by the Philippines in 2026 will commence in due course. It is therefore important to identify which meetings will be hosted by the Philippines in 2026 as soon as possible.
5. **For meetings which are part of a set of "related" meetings or meetings which are physically held back-to-back (e.g., AMM and related meetings), agencies are requested to list down all of the meetings which are planned to be held as part of a set of meetings in column C of the file. Agencies are further**

requested to mark such meetings as part of a set of related meetings in column B. Noting that there was some confusion in 2017 regarding the total number of meetings to be hosted by the Philippines, identifying all of the ASEAN meetings to be organized by the Philippines is crucial in order to come up with a complete picture of the requirements for hosting such meetings in 2026.

6. **Check the red cells which indicate incomplete/TBC information, or requests from DFA-ASEAN for further information. If the Meeting is under your Office, please complete the information needed.**
7. **In addition to the preliminary information identified by your Office, provide the following for each Meeting:**
 - a. **Expected Total Number of Participants; and**
 - b. **Proposed Actual Meeting Dates (exclusive of travel time).** In addition to proposed locations/ venues, agencies may wish to start identifying specific dates for your respective meetings. Agencies should try to be mindful of scheduling meetings falling on the holidays of ASEAN Member States. Attached is the tentative list of holidays (in 2024) for reference.

For reference, the Philippines organized 279 Meetings during its Chairship in 2017. Attached is the Notional Calendar as of 18 December 2017, which your Office may consider helpful in identifying and/or finalizing the Meetings under your respective purview.

The Department requests your Offices to **highlight your proposed inputs and/or changes** in the Indicative List for ease of monitoring and counter-checking. We would appreciate receiving the **Excel copy** of your inputs on or **before 1500H, 19 March 2024 (Tuesday)** through asean.div1@dfa.gov.ph. For ease of reference, agencies can filter columns E and/or F to narrow down the list of meetings that are relevant to your respective agencies.

Other matters pertaining to the Chairship shall be coordinated with your Office as soon as these are available. 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.

**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	No. of Participants	Tentative Venue	Remarks (if any)
<i>Department of Environment and Natural Resources (DENR)</i>	<i>Senior Officials</i>	<i>37th Meeting of the ASEAN Senior Officials on the Environment (ASOEN)</i>	<i>ASOEN</i>	<i>Q3</i>	<i>Metro Manila</i>			
<i>DENR - Biodiversity Management Bureau</i>	<i>Working Group</i>	<i>28th Meeting of the ASEAN Working Group on Coastal and Marine Environment</i>	<i>ASOEN</i>	<i>Q2</i>	<i>TBA</i>			

<i>DENR - Forest Management Bureau</i>	<i>Working Group</i>	<i>22nd Meeting of the ASEAN Working Group on Forest and Climate Change</i>	<i>ASEAN Senior Officials on Forestry</i>		<i>Metro Manila</i>			
<i>DENR - Mines and Geosciences Bureau</i>	<i>Senior Officials</i>	<i>24th Meeting of the ASEAN Senior Officials Meeting on Minerals</i>	<i>ASEAN Senior Officials on Minerals</i>	<i>Q2</i>	<i>TBA</i>			
<i>DENR - Mines and Geosciences Bureau</i>	<i>Working Group</i>	<i>Joint Working Group of the ASEAN Minerals Cooperation and its Associated Meetings/Events</i>	<i>ASEAN Senior Officials Meetings on Minerals</i>	<i>Q2 and Q4</i>	<i>TBA</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)**