



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



MEMORANDUM

FOR : **The Directors**
Biodiversity Management Bureau
Environmental Management Bureau
Forest Management Bureau
Mines and Geosciences Bureau
Climate Change Service
National Water Resources Board

FROM : **The OIC-Director**
Policy and Planning Service

SUBJECT : **REQUEST FOR INPUTS RE: LIST OF OUTCOME DOCUMENTS TO BE ISSUED, ADOPTED, OR NOTED BY ASEAN LEADERS DURING THE 44TH AND 45TH ASEAN SUMMITS AND RELATED SUMMITS**

DATE : **08 JUL 2024**

This has reference to the letter from Assistant Secretary Daniel R. Espiritu — Office of the ASEAN Affairs, DFA, dated 02 July 2024 requesting for inputs/comments on the above-stated subject.

The ASEAN Summit is the highest policy-making body in ASEAN comprising the Heads of State/Government of ASEAN Member States (H, AMS). As per ASEAN practice, the Summit Meetings are held semiannually at a time determined by the Chair of the ASEAN Summit in consultation among other AMS, and shall be hosted by the AMS holding the ASEAN Chairship. This year, the 44th and 45th ASEAN Summits and Related Summits are set to convene on 08-11 October 2024 in Vientiane, Lao PDR, as the ASEAN Chair.

In anticipation of the foregoing, this Office respectfully seeks your inputs on the attached matrix of statements, documents, and other deliverables. We appreciate receiving your inputs in word format through policy@denr.gov.ph cc: policydivision@gmail.com on or before **Monday, 29 July 2024** for timely consolidation and subsequent formulation of the Department's response to the requesting agency. Herewith are the related documents for your reference and perusal.

For your information and consideration, please.


CHERYL LOISE T. LEAL

MEMO NO. 2024 - 595

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DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS



OFFICE OF ASEAN AFFAIRS

Our Ref. No. : DIV1-282-ASEAN-2024
Subject : List of Outcome Documents for the 44th and 45th ASEAN
Summits and Related Summits
Date : 2 July 2024

Dear Colleagues,

In preparation for the **44th and 45th ASEAN Summits and Related Summits**, scheduled on **8-11 October 2024** in Vientiane, Lao PDR, the Department respectfully seeks agencies' inputs to the attached tentative list of outcome documents to be issued, adopted, or noted by ASEAN Leaders.

We hope to receive your inputs, **on or before 02 August 2024 (Friday)** through **asean.div1@dfa.gov.ph**.

Enclosed for reference is the tentative programme of the 44th and 45th ASEAN Summits and Related Summits, as circulated by Lao PDR.

Thank you very much.

Very truly yours,


DANIEL R. ESPIRITU
Assistant Secretary

Attachment: as stated.

ALL AMTB AGENCIES

MATRIX OF STATEMENTS AND DELIVERABLES OF THE 44TH AND 45TH ASEAN SUMMITS AND RELATED SUMMITS

8-11 October 2024, Vientiane, Lao PDR

NO.	DOCUMENT	PROCEDURE	BRIEF DESCRIPTION	STATUS
44th and 45th ASEAN Summits				
1	Chair's Statement of the 44th and 45th ASEAN Summits	To be issued	Statement issued by the ASEAN Chair during ASEAN Summits, reflecting the discussions of the Leaders. Not a negotiated statement.	Not circulated yet
2	ASEAN Leaders' Statement on ASEAN: Enhancing Connectivity and Resilience	To be adopted	ASEAN Leaders' Statement covering the Chair's priorities on enhancing regional connectivity and resilience.	Not circulated yet Information based on Lao PDR's exploratory note on priorities
3	ASEAN Leaders' Declaration on Development of Strategic Plans	To be adopted	The proposed statement will support the development of the Strategic Plans for the ASEAN Community Vision 2045. The Vision Statement and its Strategic Plans will be adopted by the ASEAN Leaders in 2025.	Not circulated yet Information based on Lao PDR's exploratory note on priorities
27TH ASEAN-CHINA SUMMIT				
4				
25TH ASEAN-REPUBLIC OF KOREA (ROK) SUMMIT				
5				
27TH ASEAN-JAPAN SUMMIT				

				ASEAN EPCs for further discussion. The EAS statement will be negotiated in Jakarta.
14TH ASEAN-UNITED NATIONS (UN) SUMMIT				
13				



**44TH AND 45TH ASEAN SUMMITS AND RELATED SUMMITS
08 - 11 OCTOBER 2024**

NATIONAL CONVENTION CENTRE (NCC), VIENTIANE, LAO PDR

(DRAFT) TENTATIVE PROGRAMME OF ACTIVITIES

SATURDAY, 05 OCTOBER 2024	
AM/PM	Arrival of Permanent Representatives to ASEAN, Deputy Secretary-General of ASEAN for APSC, Ambassador of Timor-Leste to ASEAN and Delegates
SUNDAY, 06 OCTOBER 2024	
AM/PM	Arrival of ASEAN SOM Leaders, Timor-Leste SOM Leader and Delegates
08:00 – 18:00	On-site Registration <u>Venue:</u> Room (TBC), NCC
08:30 – 10:30	Meeting of the Committee of Permanent Representatives to ASEAN (CPR) <u>Attendance:</u> ASEAN PR + 3, ASEAN DSG/APSC + 3, Timor-Leste + 3 <u>Venue:</u> Room (TBC), NCC <u>Attire:</u> Business Attire ❖ Group Photo
10:30 – 10:45	Coffee Break <u>Venue:</u> Room (TBC), NCC
10:45 – 12:00	Meeting of the CPR (Cont.)
12:00 – 13:00	Lunch <u>Venue:</u> Room (TBC), NCC
13:00 – 14:30	Meeting of the CPR (Cont.)

08:30 – 10:00	<p>ASEAN Foreign Ministers' Meeting (AMM) <u>Attendance:</u> ASEAN FMs + 6, ASEAN SG + 6, Timor-Leste + 6 <u>Venue:</u> Room (TBC), NCC <u>Attire:</u> Business Attire</p> <p>❖ Group Photo</p> <p><u>Holding Room:</u> Room (TBC), NCC</p>
10:00 – 10:15	<p>Coffee Break for Ministers and ASEAN SG <u>Venue:</u> Room (TBC), NCC Coffee Break for Delegates <u>Venue:</u> Room (TBC), NCC</p>
10:15 – 11:15	<p>28th ASEAN Political-Security Community (APSC) Council Meeting <u>Attendance:</u> APSC Council Ministers + 6, ASEAN SG + 6, Timor-Leste + 6 <u>Venue:</u> Room (TBC), NCC <u>Attire:</u> Business Attire</p> <p>❖ Group Photo</p> <p><u>Holding Room:</u> Room (TBC), NCC</p>
11:15 – 11:30	<p>Coffee Break for Ministers and ASEAN SG <u>Venue:</u> Room (TBC), NCC Coffee Break for Delegates <u>Venue:</u> Room (TBC), NCC</p>
11:30 – 12:30	<p>35th ASEAN Coordinating Council (ACC) Meeting <u>Attendance:</u> ACC Ministers + 6, ASEAN SG + 6, Timor-Leste + 6 <u>Venue:</u> Room (TBC), NCC <u>Attire:</u> Business Attire</p> <p>❖ Group Photo</p> <p><u>Holding Room:</u> Room (TBC), NCC</p>
12:30 – 13:30	<p>Lunch for Ministers <u>Venue:</u> Room (TBC), NCC</p>
13:30 – 14:00	<p>Signing Ceremony of the Instruments of Accession to the Treaty of Amity and Cooperation in Southeast Asia (TAC) <u>Attendance:</u> ASEAN Foreign Ministers, Timor-Leste Foreign Minister, Foreign Ministers/Designated Representatives of TAC Applicants, ASEAN SG and ASEAN SOM Leaders, DSG for APSC, Timor-Leste SOM Leader, ASEAN DGs, PRs, and Delegates <u>Venue:</u> Room (TBC), NCC <u>Holding Room:</u> TBC</p>

11:00 – 12:30	<p>45th ASEAN Summit (Retreat Session)</p> <p><u>Attendance:</u> ASEAN HOS/Gs + 2, Timor-Leste HOS/G + 2, ASEAN SG + 2</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p><u>Attire:</u> Business Attire</p> <p>❖ Group Photo</p> <p><u>Holding Room:</u> Room (TBC), NCC</p> <p><u>Viewing Room:</u> Room (TBC), NCC</p>
12:30 – 13:30	<p>Lunch for Leaders, Ministers and ASEAN SG</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p>Lunch for Delegates</p> <p><u>Venue:</u> Room (TBC), NCC</p>
13:30 – 14:30	<p>ASEAN Leaders' Interface with Representatives of ASEAN Inter-Parliamentary Assembly (AIPA)</p> <p><u>Attendance:</u> ASEAN HOS/Gs + 1, Timor-Leste HOS/G + 1, ASEAN SG + 1, AIPA HOD of the Member States + 1, AIPA SG +1, AIPA HOD of Timor-Leste</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p><u>Attire:</u> Business Attire</p> <p><u>Holding Room:</u> Room (TBC), NCC</p> <p><u>Listening Room:</u> Room (TBC), NCC</p>
14:30 – 14:45	<p>Coffee Break for Leaders, Ministers and ASEAN SG</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p>Coffee Break for Delegates</p> <p><u>Venue:</u> Room (TBC), NCC</p>
14:45 – 15:45	<p>ASEAN Leaders' Interface with Representatives of ASEAN Business Advisory Council (ASEAN-BAC)</p> <p><u>Attendance:</u> ASEAN HOS/Gs + 3; Timor-Leste HOS/G + 3, ASEAN SG + 3, ASEAN-BAC Leaders + 2, Chair of ASEAN-BAC + 2 and ASEAN-BAC Secretariat + 2</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p><u>Attire:</u> Business Attire</p> <p><u>Holding Room:</u> Room (TBC), NCC</p> <p><u>Listening Room:</u> Room (TBC), NCC</p>
15:45– 16:00	<p>Coffee Break for Leaders, Ministers and ASEAN SG</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p>Coffee Break for Delegates</p> <p><u>Venue:</u> Room (TBC), NCC</p>

11:00 – 12:00	<p>27th ASEAN-Japan Summit</p> <p><u>Attendance:</u> ASEAN HOS/Gs + 6, Japan HOS/G + 6, Timor-Leste HOS/G + 6, ASEAN SG +6</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p><u>Attire:</u> Business Attire</p> <p>❖ Group Photo</p> <p><u>Holding Room:</u> Room (TBC), NCC <u>Listening Room:</u> Room (TBC), NCC</p>
12:00 – 13:00	<p>Lunch for Leaders, Ministers and ASEAN SG</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p>Lunch for Delegates</p> <p><u>Venue:</u> Room (TBC), NCC</p>
13:00 – 14:30	<p>27th ASEAN Plus Three (APT) Summit</p> <p><u>Attendance:</u> APT HOS/Gs + 6, Timor-Leste HOS/G + 6, ASEAN SG + 6</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p><u>Attire:</u> Business Attire</p> <p>❖ Group Photo</p> <p><u>Holding Room:</u> Room (TBC), NCC <u>Listening Room:</u> Room (TBC), NCC</p>
14:30 – 14:45	<p>Coffee Break for Leaders, Ministers and ASEAN SG</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p>Coffee Break for Delegates</p> <p><u>Venue:</u> Room (TBC), NCC</p>
14:45 – 15:45	<p>21st ASEAN – India Summit</p> <p><u>Attendance:</u> ASEAN HOS/Gs + 6, India HOS/G + 6, Timor-Leste HOS/G + 6, ASEAN SG + 6</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p><u>Attire:</u> Business Attire</p> <p>❖ Group Photo</p> <p><u>Holding Room:</u> Room (TBC), NCC <u>Listening Room:</u> Room (TBC), NCC</p>
15:45 – 16:00	<p>Coffee Break for Leaders, Ministers and ASEAN SG</p> <p><u>Venue:</u> Room (TBC), NCC</p> <p>Coffee Break for Delegates</p> <p><u>Venue:</u> Room (TBC), NCC</p>

	<u>Listening Room</u> : Room (TBC), NCC
09:30 – 09:45	Coffee Break for Leaders, Ministers and ASEAN SG <u>Venue</u> : Room (TBC), NCC Coffee Break for Delegates <u>Venue</u> : Room (TBC), NCC
09:45 – 11:45	19th East Asia Summit (EAS) <u>Attendance</u> : EAS HOS/Gs + 6, Timor-Leste HOS/G + 6, ASEAN SG + 6, and Guests of the Chair (TBC) <u>Venue</u> : Room (TBC), NCC <u>Attire</u> : Business Attire <u>Holding Room</u> : Room (TBC), NCC <u>Listening Room</u> : Room (TBC), NCC
11:45 – 12:45	Lunch for Leaders, Ministers and ASEAN SG <u>Venue</u> : Room (TBC), NCC Lunch for Delegates <u>Venue</u> : Room (TBC), NCC
12:45 – 13:45	14th ASEAN-United Nations (UN) Summit <u>Attendance</u> : ASEAN HOS/Gs + 6, UN SG + 6, Timor-Leste HOS/G + 6, ASEAN SG + 6 <u>Venue</u> : Room (TBC), NCC <u>Attire</u> : Business Attire ❖ Group Photo <u>Holding Room</u> : Room (TBC), NCC <u>Listening Room</u> : Room (TBC), NCC
13:45– 14:00	Coffee Break for Leaders, Ministers and ASEAN SG <u>Venue</u> : Room (TBC), NCC Coffee Break for Delegates <u>Venue</u> : Room (TBC), NCC
14:00 – 14:45	
14:45 – 15:00	Coffee Break for Leaders, Ministers and ASEAN SG <u>Venue</u> : Room (TBC), NCC Coffee Break for Delegates <u>Venue</u> : Room (TBC), NCC
15:00 – 16:30	Closing Ceremony of the 44th and 45th ASEAN Summits and Related Summits and Handing Over of the ASEAN Chairmanship to Malaysia <u>Attendance</u> : ASEAN HOS/Gs, Timor-Leste HOS/G, ASEAN Foreign Ministers, AEC Council Ministers, ASCC Council Ministers, ASEAN SG, Timor-Leste Ministers (APSC/AEC/ASCC), ASEAN SOM/SEOM/SOCA