

TERMS OF REFERENCE

ASEAN PLUS JAPAN MINISTERIAL MEETING ON SPORTS (AMMS + JAPAN)

1. BACKGROUND

- In recent years, there has been significant progress in many aspects of cooperation between ASEAN and Japan.
- At the Commemorative Meeting for the 40th Anniversary of ASEAN-Japan Friendship and Cooperation held on 14 December 2013 in Tokyo, Japan, the Heads of State/Government of the Member States of ASEAN and Japan adopted the Vision Statement on ASEAN-Japan Friendship and Cooperation: Shared Vision, Shared Identity, Shared Future; and its Implementation Plan.
- As the host nation for the Tokyo 2020 Olympic and Paralympic Games, Japan is promoting the “Sport for Tomorrow” programme as an international cooperation project aiming at spreading the Olympic and Paralympic movement around the world.
- In support of the “Sport for Tomorrow” programme, as one of ASEAN’s Dialogue Partners, Japan initiated the ASEAN Plus Japan Ministerial Meeting on Sports (AMMS+Japan) with the aim to promote the value of sports and the Olympic and Paralympic movement in Southeast Asia.

2. OBJECTIVE

- The ASEAN Plus Japan Ministerial Meeting on Sports (AMMS+Japan) is established to contribute to the implementation of the ASEAN-Japan friendship and partnerships in the field of sports.
- The AMMS+Japan will provide guidance and strategic directions towards policy dialogue, coordination mechanisms and promotion programmes to develop friendly relations and mutually beneficial cooperation and partnerships between ASEAN and Japan in the field of sports.

3. **MANDATE AND FUNCTIONS**

- To provide policy guidelines for ASEAN-Japan cooperation in sports.
- To provide strategic directions for ASEAN-Japan collaborative work programmes in the field of sports.
- To intensify coordination between sports, and other sectors, through maximizing their contributions in realization of the Vision Statement on ASEAN-Japan Friendship and Cooperation, and supporting the ASEAN Work Plan on Sports (2016-2020).
- To exchange views with each other on issues pertaining to sports at regional and international forums to implement other initiatives of mutual benefit.
- To monitor and evaluate the implementation of approved collaborative programmes and plans.

4. **RULES OF PROCEDURE**

4.1 **MEMBERSHIP**

- The AMMS+Japan shall comprise Ministers responsible for sports of ASEAN Member States and Japan, and the Secretary-General of ASEAN.

4.2 **CHAIRMANSHIP**

- The ASEAN Member States chairing the AMMS will co-chair the AMMS+Japan Meeting with Japan.

4.3 **MEETING ARRANGEMENT**

- The AMMS+Japan Meeting shall meet at least once every two years in conjunction with the ASEAN Ministerial Meeting on Sports (AMMS) meeting, in consultation with the AMMS Chair.
- The AMMS+Japan Meeting may be held in ASEAN countries or Japan, whenever deemed necessary and agreed by both sides, with the Preparatory Senior Officials Meeting (Prep-SOM) before AMMS+Japan.

- Representatives of relevant regional and international organisations may be invited, as and when necessary and appropriate¹.

5. **SECRETARIAT**

- The ASEAN Secretariat shall be the Secretariat for the AMMS+Japan Meeting.
- The ASEAN Secretariat shall be responsible for the preparation of the Agenda in consultation with the Co-Chairs, and the Report of the Meeting.
- The country hosting the AMMS+Japan Meeting shall provide the necessary administrative services/support, the arrangements of facilities, documentation and hospitality.

6. **OTHER MATTERS**

- The Terms of Reference shall be adopted at the Inaugural AMMS+Japan.
- Necessary amendments to the Terms of Reference shall be made by consultation and agreement of both sides.

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¹ Partnership with these global institutions will enrich the outcome of the initiative and to secure efforts in creating and maintaining peace through sports.