TERMS OF REFERENCE

ASEAN MINISTERIAL MEETING ON YOUTH (AMMY)

A. Background

1. The Declaration of the ASEAN Ministerial Meeting on Youth that was adopted on 8 August 1992 in Jakarta, Indonesia marks the establishment of the ASEAN Ministerial Meeting on Youth (AMMY). It envisioned a firm foundation for common action to promote ASEAN Youth Cooperation to enhance ASEAN awareness and perceptions of equality and partnership and thereby contribute towards peace, progress and prosperity in the region. The Second ASEAN Ministerial Meeting on Youth (AMMY II) adopted the Kuala Lumpur Agenda on Youth Development on 17 November 1997.

2. The ASEAN Community Vision 2025 adopted by the ASEAN Leaders at the 27th ASEAN Summit on 22 November 2015 in Kuala Lumpur, Malaysia envisions “an ASEAN empowered with capabilities to seize opportunities and address challenges in the coming decade” through the work of its three community pillars: (i) ASEAN Political-Security Community (APSC); (ii) ASEAN Economic Community (AEC); and (iii) ASEAN Socio-Cultural Community (ASCC).

3. In efforts towards realising this vision and in line with the principles and purposes of the ASEAN Charter, the ASEAN Socio-Cultural Community (ASCC) strategised to open up a world of opportunities by preparing the peoples of ASEAN to deal with existing, emerging and future challenges and opportunities – through cooperation in the areas of human and sustainable development, including youth development.

4. With a view of establishing a solid reference for evidence-based policy making in youth development, ASEAN launched its First Youth Development Index in 2017. Indicators measured under the ASEAN YDI are divided into five (5) domains, namely: (i) Education; (ii) Health and Wellbeing; (iii) Employment and Opportunity; (iv) Participation and Engagement; and (v) ASEAN Awareness, Values and Identity.

5. AMMY is one of the sectoral ministerial bodies under the ASCC pillar. The AMMY aspires¹ to:

¹ Structured based on the five (5) domains of ASEAN Youth Development Index (YDI). At the 31st ASEAN Summit, ASEAN Leaders declared their commitment to pursue and provide all necessary support and assistance.
i. Ensure that accessible and quality education is provided;
ii. Enhance of health and well-being among ASEAN youth;
iii. Provide opportunities to enhance employment and entrepreneurship;
iv. Increase participation and engagement of the youth in policy discourses to ensure their readiness for the future; and
v. Inculcate ASEAN awareness, values and identity as part of ASEAN Community building.

6. This Terms of Reference (ToR) was adopted by the AMMY XI on 19 July 2019 in Vientiane, Lao PDR.

B. Mission

7. The AMMY shall work towards realising the objectives of Youth Policy as stipulated in the Kuala Lumpur Agenda on Youth Development, ASEAN Community Vision 2025 and the ASCC Blueprint 2025 in line with the principles and purposes of the ASEAN Charter.

C. Mandates

8. The AMMY has the following mandates:

   i. To promote synergy of efforts with other ASEAN ministerial bodies to ensure that youth development is integral to its sectoral programmes and strategies;

   ii. To provide high-level recommendations for policy coherence and adopt strategies and measures for regional cooperation in youth development;

   iii. To provide guidance to the SOMY in formulating work programmes, strategies and priorities to strengthen regional cooperation in youth development, and monitor and review its implementation;

   iv. To ensure the alignment of strategy and measure operationalisation with relevant directives emanating from the ASEAN Summits and other Ministerial Meetings, strategic measures of the ASCC Blueprint and other action lines that are deemed relevant to youth development in ASEAN;

   to realise the goals and objectives of the ASEAN YDI consistent with ASEAN Member States’ respective national interests. The Leaders tasked the AMMY, with the support of the SOMY and other relevant ASEAN Sectoral Ministerial Bodies to take necessary efforts in this regard.
v. To coordinate with the ASCC Council on matters requiring cross-sectoral attention and to be elevated to the ASEAN Summit;

vi. To adopt common positions of ASEAN in youth development issues, especially in preparation for ASEAN meetings and other relevant regional or international fora;

vii. To intensify collaboration with other relevant ASEAN bodies, entities and mechanisms to promote coherence in implementing youth-related activities and projects; and

viii. To strategise collaborations with ASEAN's Dialogue Partners; regional, international and multilateral agencies; NGOs/CSOs and the private sector in advancing the objectives of ASEAN cooperation in youth development.

D. Composition and Structure

9. The AMMY shall be composed of Ministers or its equivalent, in charge of youth development of the respective ASEAN Member States.

10. The AMMY is supported by the ASEAN Senior Officials Meeting on Youth (SOMY) which reports to AMMY biennially. The mandates of SOMY are stipulated in its Terms of Reference (TOR).

11. The ASEAN Secretariat shall provide secretariat support to AMMY and facilitate coordination among ASEAN Youth Ministers and communication with other ASEAN Ministerial Bodies, ASEAN Dialogue Partners and other external parties.

E. Procedures

12. The AMMY shall meet once in every two (2) years. Participation of ASEAN Member States and the ASEAN Secretariat to the AMMY shall be on self-financing basis.

13. In between its regular meetings, AMMY may convene a special meeting, retreat or similar formats as necessary and to be hosted by ASEAN Member State on a voluntary offer.

14. Chairs or Vice Chairs of other ASEAN ministerial bodies may be invited to participate in a joint session with AMMY to promote dialogue and synergy.
15. ASEAN Dialogue Partners, relevant regional and international agencies and partners may be invited, with the consent of the AMMY, to attend the open sessions to promote collaboration and partnerships.

16. AMMY shall receive, review and adopt the regular reports and recommendations of SOMY during the biennial meetings of AMMY or through ad-referendum.

17. As one of the sectoral ministerial bodies under the purview of the ASCC Council, the AMMY shall submit reports or recommendations to the ASCC Council after each Meeting and/or when it deems necessary.

18. AMMY shall also submit documents for the adoption or notation of ASEAN Leaders to the ASCC Council for endorsement.

F. Decision Making

19. Decision-making in AMMY shall be based on consultation and consensus in accordance with the ASEAN Charter.

20. Matters requiring the attention and/or decision of AMMY shall be channeled through the AMMY Chair for consultation with the ASEAN Youth Ministers. Consultation for decision-making shall be done during the Meeting or through ad-referendum by the AMMY Chair or the ASEAN Secretariat as assigned by the AMMY Chair.

G. Chairmanship and Vice-Chairmanship

21. The tenure of AMMY Chairpersonship is two (2) years and will be rotated among the ASEAN Member States alphabetically;

22. The incoming Chair shall act as the Vice-Chair during AMMY, and provide support to the Chair in undertaking his/her role and responsibilities;

23. AMMY Chairpersonship shall commence at the start of each odd calendar year, with an official handover signaled by the Chair of AMMY to the incoming Chair of AMMY at the end of every AMMY (please refer to the ANNEX);

24. The ASEAN Secretariat shall consult the Chair to determine the date and venue for convening the meeting, and assist in issuing invitation for the meetings.
H. Roles and Responsibilities of the Chair

25. The following shall be the roles and responsibilities of the Chair of AMMY:

i. Provide leadership and guidance towards fulfilling the objectives, mandates and functions of the AMMY, pursuant to the larger goals, aims, objectives and mission of ASEAN;

ii. Initiate, direct and oversee the formulation, implementation, review and evaluation of programmes and projects/activities of the AMMY, in alignment with ASEAN regional youth development strategies and measures, relevant roadmaps to ASEAN Community Building and other directives from the ASEAN Leaders;

iii. Provide leadership in planning and coordinating all activities required for convening of meetings, in coordination with the host country and ASEAN Secretariat;

iv. Chair the AMMY during its tenure and take appropriate actions to achieve consensus over the issues discussed;

v. Represent the AMMY in ministerial-level meetings under the purview of ASEAN Dialogue Relations and other forums;

vi. Facilitate and coordinate the implementation of the decisions of the ASEAN Summit, AMMY, and other relevant meetings under ASEAN Dialogue Relations;

vii. Undertake communication and coordination with the ASCC Council, other relevant ASEAN bodies, entities, mechanisms and counterparts, as appropriate, in consultation with AMMY members with support from the ASEAN Secretariat;

viii. Initiate the review and amendment, if necessary, of the TOR of the AMMY;

ix. Prepare the handover report to the incoming Chair at the conclusion of its tenure; and

x. Perform any other duties as mandated by the AMMY.

I. Cooperation with ASEAN Sectoral Ministerial Bodies and External Parties

26. AMMY shall coordinate and collaborate with other ASEAN Sectoral Ministerial Bodies on issues relevant to youth development.
27. AMMY has an institutionalised cooperation mechanism with the Plus Three Countries under the AMMY+3.

28. AMMY may establish or continue cooperation with external parties such as but not limited to ASEAN Dialogue Partners, other countries, international organisations, employers’ organisations, workers’ organisations, civil society organisations, and other stakeholders on a need basis subject to consultation and consensus of AMS.

29. AMMY’s cooperation with external parties shall be based on the principles of ASEAN centrality and non-discrimination.

J. Amendments

30. The TOR shall be regularly reviewed to ensure relevance and coherence with the regional development of ASEAN.

31. Any ASEAN Member State may propose amendments to the TOR.

32. Amendments to the TOR shall be made as appropriate upon mutual consent of all ASEAN Member States.

[end]
ANNEX

INDICATIVE TIMETABLE OF AMMY CHAIRPERSONSHIP AND HANOVER

<table>
<thead>
<tr>
<th>Year</th>
<th>SOMY</th>
<th>AMMY</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>Lao PDR</td>
<td>Handover from Indonesia to Lao PDR</td>
</tr>
<tr>
<td>2020</td>
<td>Lao PDR</td>
<td>Handover from Lao PDR to Malaysia</td>
</tr>
<tr>
<td>2021</td>
<td>Malaysia</td>
<td>N/A</td>
</tr>
<tr>
<td>2022</td>
<td>Malaysia</td>
<td>Handover from Malaysia to Myanmar</td>
</tr>
<tr>
<td>2023</td>
<td>Myanmar</td>
<td>N/A</td>
</tr>
<tr>
<td>2024</td>
<td>Myanmar</td>
<td>Handover from Myanmar to Philippines</td>
</tr>
<tr>
<td>2025</td>
<td>Philippines</td>
<td>N/A</td>
</tr>
<tr>
<td>2026</td>
<td>Philippines</td>
<td>Handover from Philippines to Singapore</td>
</tr>
<tr>
<td>2027</td>
<td>Singapore</td>
<td>N/A</td>
</tr>
<tr>
<td>2028</td>
<td>Singapore</td>
<td>Handover from Singapore to Thailand</td>
</tr>
<tr>
<td>2029</td>
<td>Thailand</td>
<td>N/A</td>
</tr>
<tr>
<td>2030</td>
<td>Thailand</td>
<td>Handover from Thailand to Viet Nam</td>
</tr>
<tr>
<td>2031</td>
<td>Viet Nam</td>
<td>N/A</td>
</tr>
<tr>
<td>2032</td>
<td>Viet Nam</td>
<td>Handover from Viet Nam to Brunei Darussalam</td>
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<td>Brunei Darussalam</td>
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<tr>
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<td>Brunei Darussalam</td>
<td>Handover from Brunei Darussalam to Cambodia</td>
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</tr>
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</tr>
<tr>
<td>2038</td>
<td>Indonesia</td>
<td>Handover from Indonesia to Lao PDR</td>
</tr>
</tbody>
</table>

2 Special arrangement as a period of transition