

## **TERMS OF REFERENCE (TOR) OF THE ASEAN MINISTERIAL MEETING ON SPORTS (AMMS)**

### **A. Background**

1. The establishment of an ASEAN Sectoral Body on Sports was an idea that was proposed at the 16<sup>th</sup> ASEAN Summit in Ha Noi, Viet Nam in April 2010 to promote more active cooperation in sports within ASEAN.
2. The ASEAN Leaders at their 18<sup>th</sup> ASEAN Summit held on 7-8 May 2011 in Jakarta, Indonesia, endorsed the recommendation to establish an ASEAN Ministerial Meeting on Sports (AMMS).
3. At the 19<sup>th</sup> ASEAN Summit held on 17 November 2011 in Bali, Indonesia, the ASEAN Leaders reiterated their commitment to support the AMMS and the initiatives to enhance cooperation in sports and sports-related activities in order to promote a healthier lifestyle for citizens of ASEAN Member States.
4. Along with the establishment of the AMMS is the setting up of the Senior Officials Meeting on Sports (SOMS) to support the AMMS. The first ASEAN Senior Officials Meeting on Sports (SOMS-1) was held on 30 November 2011 in Jakarta, Indonesia, followed by the convening of the First ASEAN Ministerial Meeting on Sports (AMMS-1) on 14 December 2011 in Yogyakarta, Indonesia.
5. The Terms of Reference (TOR) of the AMMS was adopted by the AMMS-1 on 14 December 2011. The first amendment to the TOR was finalised for adoption by the AMMS-5 on 9 October 2019 in Manila, Philippines.

### **B. Objective**

6. The AMMS shall work towards realising the measures of sports development stipulated in the Vientiane Declaration on Sports Cooperation in ASEAN<sup>1</sup>, ASEAN Community Vision 2025 and the ASEAN Socio-Cultural Community (ASCC) Blueprint 2025, in line with the principles and purposes of the ASEAN Charter and informed by global international development frameworks.
7. The ASEAN Ministerial Meeting on Sports (AMMS) shall endeavour<sup>2</sup> to:
  - a. Enhance cooperation in sports and sports-related activities in ASEAN;

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<sup>1</sup> During the AMMS-2 held on 5 December 2013 in Vientiane, Lao PDR, ASEAN Sports Ministers adopted the Vientiane Declaration on Sports Cooperation in ASEAN. The Declaration expressed commitment to strengthen cooperation in sports in realising the vision of an ASEAN Community, to forge a common regional identity and build a caring and sharing society, with the ultimate goal of achieving unity and solidarity among all nations and peoples of ASEAN.

<sup>2</sup> Structured based on the 2013 Vientiane Declaration on Sports Cooperation in ASEAN and policy areas of the Kazan Action Plan. This is in line with the Joint Statement of the Fourth ASEAN Ministerial Meeting on Sports (AMMS-4) on 11 October 2017 in Nay Pyi Taw, Myanmar declaring the Ministers' intent to explore synergy and complementarity with the Kazan Action Plan following the Sixth International Conference of Ministers and Senior Officials Responsible for Physical Education and Sport (MINEPS VI) held in July 2017 in Kazan, Russia.

- b. Enhance cooperation in Sports for Development and Peace (SDP) in ASEAN, including *Sports for All* initiatives and gender mainstreaming in sports;
- c. Promote healthy lifestyle among the citizens of ASEAN Member States;
- d. Strengthen cooperation in protection of sports integrity, capacity building for physical education (PE) teachers and sports professionals, including athletes, coaches and referees;
- e. Encourage more interaction among peoples of ASEAN, thus fostering ASEAN awareness and friendship among ASEAN Member States through sports; and
- f. Promote sportsmanship, competitiveness and an ASEAN culture of excellence in sports at the regional and international levels.

### **C. Mandates**

- 8. The AMMS shall be part of the ASEAN Socio-Cultural Community (ASCC) pillar and shall report to the ASCC Council and support the work of other relevant organs established under the ASEAN Charter in accordance with the respective mandate.
- 9. The mandates of the AMMS are as follow:
  - a. To promote synergy of efforts with other ASEAN ministerial bodies for sports development;
  - b. To provide high-level recommendations on policies, strategies and measures for regional cooperation in sports and sports-related activities;
  - c. To provide guidance to the SOMS in formulating work programmes, strategies and priorities to strengthen regional cooperation in sports development, and monitor and review its implementation;
  - d. To ensure the alignment of strategies and work plans 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 sports development and cooperation in ASEAN;
  - e. To coordinate with the ASCC Council on matters requiring cross-sectoral attention and to be elevated to the ASEAN Summit;
  - f. To adopt common positions of ASEAN in sports issues, especially in preparation for ASEAN meetings and other relevant regional or international fora;

- g. To collaborate with other relevant ASEAN bodies, entities and mechanisms to promote coherence in implementing sports-related activities and projects;
- h. 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 sports development; and
- i. To approve and adopt Terms of References of subsidiary bodies and when necessary, agree on the dissolution of subsidiary bodies.

#### **D. Meetings**

- 10. The ASEAN Ministerial Meeting on Sports (AMMS) shall be convened once every two years. Inter-sessional meetings can be held as and when necessary to discuss urgent matters.
- 11. The AMMS shall be composed of Ministers or its equivalent, of Sports Ministries or equivalent agencies of the respective ASEAN Member States.
- 12. Dialogue and/or non-ASEAN Partners, relevant regional and international agencies and individuals may be invited, with the consent of the Meeting, to attend the open sessions of the AMMS to promote collaboration and partnerships.
- 13. Participation of ASEAN Member States and the ASEAN Secretariat at the AMMS shall be on self-financing basis.

#### **E. Decision Making**

- 14. Decision making in AMMS shall be based on consultation and consensus in accordance with the ASEAN Charter.
- 15. Matters requiring the attention and/or decision of AMMS shall be channelled through the AMMS Chair for consultation with the ASEAN Sports Ministers. Consultation for decision-making shall be done during the Meeting or through referendum by the AMMS Chair or the ASEAN Secretariat as assigned by the AMMS Chair. The mandates of ASEAN Secretariat in assisting the AMMS appear as **ANNEX 1**.

#### **F. Chairpersonship and Vice-Chairpersonship**

- 16. The Chairperson of the AMMS shall serve a term of two (2) years.
- 17. The Chairpersonship of AMMS shall be rotated among the ASEAN Member States according to alphabetical order. The rotation of AMMS chairpersonship appears as **ANNEX 2**.

18. The Vice-Chair will be the incoming chair country. The Vice-Chair will assist the Chair when he/she is unable to chair the body.

### **G. Roles and Responsibilities of the Chair**

19. The following shall be the roles and responsibilities of the Chair of AMMS:
- a. Provide leadership and guidance towards fulfilling the objectives, mandates and functions of the ASEAN Ministerial Meeting on Sports (AMMS);
  - b. Initiate, direct and oversee the formulation, implementation, review and evaluation of programmes and activities of the AMMS and its subsidiary bodies based on the ASEAN Work Plan on Sports, in alignment with the strategic measures of ASEAN Socio-Cultural Community (ASCC) Blueprint and other action lines that are deemed relevant to sports development in ASEAN;
  - c. Chair the AMMS during his/her tenure and take appropriate actions to achieve consensus over the issues discussed;
  - d. Undertake communication and coordination with the ASCC Council, other relevant ASEAN bodies, entities, mechanisms and counterparts, as appropriate, in consultation with AMMS members with support from the ASEAN Secretariat;
  - e. Represent the AMMS in ministerial-level meetings under the purview of ASEAN-Dialogue Relations and other forums;
  - f. Provide guidance on the implementation of the decisions of the ASEAN Summit, AMMS, and other relevant meetings under ASEAN Dialogue relations; and
  - g. Prepare the handover report to the incoming Chair at the conclusion of his/her tenure.

### **H. Cooperation with ASEAN Sectoral Ministerial Bodies and External Parties**

20. AMMS shall coordinate and collaborate with other ASEAN Sectoral Ministerial Bodies on issues relevant to sports cooperation and development.

21. AMMS 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 AMMS.

22. Cooperation with external parties shall be based on the principles of ASEAN centrality and non-discrimination.

**I. Amendments**

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

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

25. Amendments to the TOR shall be made as appropriate upon consensus of all ASEAN Member States.

[end]

**ANNEX 1****MANDATES OF THE ASEAN SECRETARIAT  
IN ASSISTING THE ASEAN MINISTERIAL MEETING ON SPORTS (AMMS) AND  
ITS SUBSIDIARY BODIES**

ASEAN Secretariat shall provide the following technical and administrative support to the activities of the AMMS, SOMS and its subsidiary bodies, including those established with Dialogue Partners in the area of sports:

*General Support*

1. Advise, coordinate and assist in the initiation and implementation of activities and decisions of the AMMS and SOMS;
2. Assist in the preparation and development of the ASEAN Work Plan on Sports; and
3. Monitor the implementation of Agreements entered into between and among the AMMS, the SOMS, Dialogue Partners, other legal entities and the private sector.

*Conduct of Meetings*

4. Assist the host country in planning and coordinating all activities required for convening the AMMS, SOMS and other relevant meetings. The assistance may include the following:
  - a. provide advice on the preparations of annotated agenda, information papers, project reports, project briefs/concept paper/proposals and other documents for discussion in the Meeting;
  - b. assist in protocol and logistical arrangements including media conference; and
  - c. preparation of draft report of the meeting for adoption.

*Information Dissemination*

5. Inform the AMMS, the SOMS and its subsidiary bodies on the directives of the Committee of Permanent Representatives to ASEAN (CPR) and relevant current developments in ASEAN;
6. Maintain regular communication and links with the AMMS, the SOMS and its subsidiary bodies, proponents of projects, project consultants/experts, designated focal points in Dialogue Partner Countries and international bodies; and
7. Present reports and updates on ASEAN sports activities to the Committee of Permanent Representatives to ASEAN (CPR) and other ASEAN bodies, and where appropriate, to other relevant regional and international stakeholders.

[end]

## ANNEX 2

## INDICATIVE TIMETABLE OF AMMS CHAIRPERSONSHIP

<b>Year</b>	<b>Chair and Host of the SOMS Meeting</b>	<b>Chair and Host of the AMMS</b>
<b>2019</b>	SOMS-9, Philippines	AMMS-5, Philippines
<b>2020</b>	SOMS-10, Philippines	
	SOMS-11, Singapore (back-to-back with the SOMS-10)	This transitional meeting arrangement will be dedicated to the development of the ASEAN Work Plan on Sports 2021-2025
<b>2021</b>	SOMS-12, Singapore	AMMS-6, Singapore
<b>2022</b>	SOMS-13, Thailand	
<b>2023</b>	SOMS-14, Thailand	AMMS-7, Thailand
<b>2024</b>	SOMS-15, Viet Nam	
<b>2025</b>	SOMS-16, Viet Nam	AMMS-8, Viet Nam
<b>2026</b>	SOMS-17, Brunei Darussalam	
<b>2027</b>	SOMS-18, Brunei Darussalam	AMMS-9, Brunei Darussalam
<b>2028</b>	SOMS-19, Cambodia	
<b>2029</b>	SOMS-20, Cambodia	AMMS-10, Cambodia
<b>2030</b>	SOMS-21, Indonesia	
<b>2031</b>	SOMS-22, Indonesia	AMMS-11, Indonesia
<b>2032</b>	SOMS-23, Lao PDR	
<b>2033</b>	SOMS-24, Lao PDR	AMMS-12, Lao PDR
<b>2034</b>	SOMS-25, Malaysia	
<b>2035</b>	SOMS-26, Malaysia	AMMS-13, Malaysia
<b>2036</b>	SOMS-27, Myanmar	
<b>2037</b>	SOMS-28, Myanmar	AMMS-14, Myanmar

[end]