



MALACAÑAN PALACE
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

MEMORANDUM CIRCULAR NO. 61

**CREATING AN INTER-AGENCY COMMITTEE FOR THE PHILIPPINE HOSTING OF
THE ASIA EUROPE MEETING (ASEM) CONFERENCE ON TECHNOLOGY
AND INNOVATION FOR DISASTER RISK REDUCTION AND MANAGEMENT
AND CLIMATE CHANGE ADAPTATION**

There is hereby created an Inter-Agency Committee (IAC) to organize and implement activities for the hosting of the Asia Europe Meeting (ASEM) Conference on Technology and Innovation for Disaster Risk Reduction and Management and Climate Change Adaptation on 08-09 September 2014. The IAC shall be composed of representatives, with ranks not lower than Assistant Secretary, from the following government agencies:

Co-Chairs:

Department of National Defense (DND)
Office of Civil Defense (OCD)
National Disaster Risk Reduction and Management Council (NDRRMC)

Department of Foreign Affairs (DFA)
Office of European Affairs (OEA)

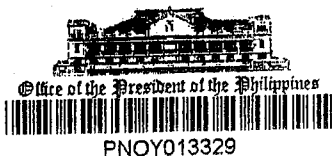
Members:

Department of Science and Technology (DOST)
Department of the Interior and Local Government (DILG)
Department of Social Welfare and Development (DSWD)
National Economic and Development Authority (NEDA)
Department of Trade and Industry (DTI)
Climate Change Commission (CCC)

The IAC, supported by a Secretariat composed of DND-OCD and DFA-OEA, shall closely coordinate with and call upon the heads of other relevant agencies for assistance including the establishment of Technical Working Groups (TWGs), as may be necessary.

The IAC shall perform the following tasks and functions:

- a) Formulate a work program and budget plan for the hosting of the said Conference;



THE PRESIDENT OF THE PHILIPPINES



- b) Implement the work program, and supervise and monitor all activities relevant thereto;
- c) Engage the support, assistance, and cooperation of ASEM member partners, regional, inter-governmental, and non-governmental organizations and the private sector and/or entities in the preparations and conduct of the Conference and its related activities, as may be necessary;
- d) Enter into agreements and contracts to implement this Circular, subject to existing laws, rules, and regulations; and
- e) Undertake measures necessary for the successful conduct of the Conference.

The funding requirement for the preparation and conduct of the Conference, amounting to Eight Million Six Hundred Seventy Thousand Seven Hundred Fifty pesos (P8,670,750.00), shall be charged against the International Commitments Fund (ICF) subject to applicable government accounting and auditing rules and regulations.

All other government agencies are hereby directed to cooperate with the IAC and provide full support to activities related to the ASEM Conference.

Relative to the performance of its mandate, the IAC, through the Co-Chairs, shall submit a Report to the President within thirty (30) days after the completion of the Conference, or as often as may be required by the President.

Unless otherwise ordered by the President, the IAC shall cease to exist thirty (30) days after the submission of its Report.

This Circular shall take effect immediately.

DONE, in the City of Manila, this 23rd day of December in the year of Our Lord, Two Thousand and Thirteen.

By the President:

PAQUITO N. OCHOA, JR.
Executive Secretary



CERTIFIED COPY

MARIANITO M. DIMAANDAL
DIRECTOR IV
MALACANANG RECORDS OFFICE

1-2-2014