

**Minutes of
AFPPD 96th Executive Committee Meeting
Tokyo, Japan
22 April 2024 || 16:00pm ||**



The 96th Executive Committee Meeting of AFPPD

22 April 2024 || 16:00pm || Tokyo, Japan

(Draft)

PROCEEDINGS OF THE MEETING

With Hon. Edcel C. Lagman, acting Chairperson of the AFPPD presiding, the meeting was called to order at 16:00 after the Secretariat declared the presence of a quorum with seven out of 11 members of the Executive Committee present, and with the Chairperson, MP Keizo Takemi arriving later to attend the meeting.

I. Welcome Message by Hon. Edcel C. Lagman

Hon. Edcel C. Lagman, MP Philippines and the Acting Chairperson, welcomed all the participants to the 96th meeting of the Executive Committee of AFPPD on behalf of the Chair, Hon. Keizo Takemi. Representative Lagman said that he looked forward to the discussion of the 96th Executive Committee meeting, whose agenda was distributed to all the participants. Further, there is a very sensitive issue regarding the venue and operation of the Secretariat, which the Executive Committee can discuss upon the arrival of Chairperson Takemi.

Hon. Lagman then gave the floor to Dr. Farrukh Usmonov, Interim Executive Director of AFPPD.

II. Confirmation of the Minutes of the 95th Executive Committee Meeting and adoption of the agenda of the 96th Executive Committee Meeting

Dr. Farrukh Usmonov then presented the minutes of the 95th Executive Committee Meeting, which was held on 22 August 2023 in New Delhi, India and was conducted in-person and online. A copy of the report was distributed to the members of the Executive Committee ahead of the 96th Executive Committee Meeting and uploaded on AFPPD's website. One of the agenda of the 95th Executive Meeting was the handover of the outcome document of the Global Conference of Parliamentarians on Population and Development (GCPPD) held in April 2023 in Tokyo, to the Sherpa of the G20 Summit that would be held in September 2023 in New Delhi. The same document was also previously handed over to Prime Minister of Japan as the Chair of the G7 Summit in Tokyo in April 2023.

With no member having any objection to or comments on the Minutes of the 95th Executive Committee Meeting, the report was approved.

The following agenda of the 96th Executive Committee Meeting was also approved:

- a. Introducing the results of audit conducted in December 2023
- b. Report AFPPD Activities: From September 2023 to March 2024
- c. Discuss AFPPD's calendar of activities in 2024
- d. Introducing new AFPPD website

- e. Venue and status of AFPPD Secretariat
- f. Other matters

III. New business

a. Briefing about external audit

Dr. Usmonov updated the ExCom members that Asian Population and Development Association (APDA) and AFPPD underwent an external audit by UNFPA hired auditors from the United Kingdom to look at the financial situation and examine the expenses for activities conducted in the period 2022-2023. While the Secretariat is still waiting for the official report from the auditors and UNFPA, the Secretariat was glad to report that the audit found no financial findings and problems for the period covered. The Secretariat will share the official report with the members of ExCom once it is transmitted by UNFPA.

b. Updates on AFPPD activities from September 2023 to March 2024

Dr. Usmonov updated the ExCom members on the activities implemented by AFPPD for the period September 2023 to March 2024. His update covers the following activities:

<i>Activities conducted, September 2023-March 2024</i>		
Date	Venue	Activity and activity highlights
2023		
19 September	Tajikistan	National-level workshop for Central Asian countries on gender-based violence in Central Asia in partnership with the UNFPA Eastern Europe and Central Asia Regional Office (EECARO). Presentations were provided online by: Hon. Aroma Dutta, MP Bangladesh; Hon. Angela Warren-Clark, MP New Zealand; and Mr. Romeo Dongeto, Executive Director of PLCPD.
September		Release of AFPPD E-newsletter, Spring-Summer edition
October		AFPPD submission of project proposal for 2024-2025 to the UNFPA Asia-Pacific Regional Office (APRO)
28-29 November	Uzbekistan	<ul style="list-style-type: none"> • 28-29 November: International Conference on Demographic Resilience, with support from UNFPA EECARO. Four (4) AFPPD members attended and made presentations: Hon. Dr. Jetn Sirathranont, MP Thailand and Secretary General of AFPPD; Hon. Elvira Surabaldieva, MP Kyrgyzstan; Hon. Sri

Activities conducted, September 2023-March 2024

Date	Venue	Activity and activity highlights
		<p>Wulan, MP Indonesia; and Hon. Surayyo Dustmurodzoda, MP Tajikistan. Hon. Edcel Lagman, MP Philippines and acting Chairperson of AFPPD, also delivered an opening message through a pre-recorded video.</p> <ul style="list-style-type: none"> • 29 November: Meeting of AFPPD—represented by Dr. Jetn Sirathranont and interim Executive Director Dr. Usmonov Farrukh—with the Senate Committee of Uzbekistan.
December		<ul style="list-style-type: none"> • AFPPD Secretariat submitted to UNFPA the report of the two-year project implemented in 2022-2023. • A five-day financial audit conducted by UNFPA's external auditors for activities implemented in 2022-2023. The results were discussed in the first agenda. • The project proposal developed and approved by the ExCom in September and submitted to funder for implementation is 2024-2025 was approved by UNFPA. • New Year cards were sent to e-mails of all AFPPD members • Release of AFPPD E-newsletter, Autumn edition. AFPPD started to issue quarterly e-newsletters in 2023. So far, three e-newsletters have been issued. The Secretariat would like to print the newsletters once funding for printing is secured. Moreover, the National Committees were invited to submit reports on activities that can be included in the newsletter.
2024		
January		Preparations for the meeting of Standing Committee on Active Ageing to be held on 23-24 April 2024, including the preparation and distribution of invitations, securing the venue, and hiring of travel agency.
February		Preparations for the national-level workshops in Sri Lanka (21-22 March) and Lao PDR (25-26 March) with support from UNFPA APRO and Japan Trust Fund (JTF).
March	Sri Lanka	21-22 March: National-level workshop on youth empowerment. Hon. Edcel Lagman delivered opening

<i>Activities conducted, September 2023-March 2024</i>		
Date	Venue	Activity and activity highlights
March		remarks through a message.
	Lao PDR	25-26 March: National-level workshop to provide training to the members of the Lao Association of Parliamentarians on Population and Development (LAPPD) on Sustainable Development Goals (SDG) and International Conference on Population and Development (ICPD). An opening message was sent by Hon. Edcel Lagman.
		Release of AFPPD E-newsletter, Winter edition

c. Calendar of activities for April-October 2024

Dr. Usmonov then proceeded to present the calendar of planned activities for April 2024 until the end of the year.

<i>Calendar of planned activities, April-October 2024</i>		
Date	Venue	Activity and description
April	Tokyo, Japan	<ul style="list-style-type: none"> • 22 April: 96th Executive Committee Meeting • 23 April: Meeting of Standing Committee on Active Ageing, co-chaired by Hon. Keizo Takemi, MP Japan and China. It was also noted that in the 95th ExCom meeting, it was agreed that each of the Standing Committees of AFPPD (i.e. Active Ageing, Investing in Youth, and Women Empowerment and Gender Equality) will have at least one meeting every year.
10-11 June	Dushanbe, Tajikistan	<p>The Standing Committee on Youth, co-chaired by the Parliament of Tajikistan, will host the scheduled meeting in Dushanbe. During the same week, there will be a global conference on water that will be hosted by the government of Tajikistan, which will convene 1,500 international participants. The government of Tajikistan has extended the invitation to AFPPD members who will participate in the meeting of the Standing Committee on Investing in Youth to participate in the global conference on water for at least half a day on 11 June.</p> <p>Because of this, it was suggested that AFPPD will have the meeting of the Standing Committee on Investing on Youth, which will be a dialogue between Asia-Pacific</p>

Calendar of planned activities, April-October 2024

Date	Venue	Activity and description
		parliamentarians and Eastern European parliamentarians, on 10 June (whole day), to be followed by participation in the global conference on water (half-day) and study visit to major youth-related institutions (half-day) on 11 June. Recognizing the importance of water as a critical resource in sustainable human development, the ExCom members agreed. AFPPD's participation in the global conference on water will also increase the visibility of AFPPD at the global level. 10-12 AFPPD member countries have been invited and some more invitations will be sent out to more countries.
July		Finalization/Conclusion of the minutes of the 96th Executive Committee Meeting, report of the meeting on active ageing.
August	Country in Pacific sub-region	Meeting of Standing Committee on Women Empowerment and Gender Equality. It was suggested to have the event in a Pacific country to increase the region's participation in AFPPD activities. Fiji was requested to host this meeting and an official letter has been sent to the Parliament of Fiji to host the meeting by the end of August, tentatively around 24-27 August. This request is currently being followed up and invitations will be sent to members as well.
September		<ul style="list-style-type: none"> • Finalization/Conclusion of the report of the meeting of the Standing Committee on Investing in Youth that will be held in Tajikistan and the report of the meeting of the Standing Committee on Women Empowerment and Gender Equality that will be held in the Pacific sub-region. These reports will be shared and submitted to all members. • Preparations for a major event: the upcoming AFPPD regional conference.
October	Bali, Indonesia	<ul style="list-style-type: none"> • 6 October: 97th Executive Committee Meeting • 7-9 October: Regional conference. The meeting will be held on 7-8 October and there will be study visit on 9 October. The regional conference will be conducted in cooperation with the Indonesian Forum of Parliamentarians on Population and Development (IFPPD), one of the members of AFPPD. Hon. Jetn Sirathranont emphasized the importance of hearing updates from all Standing Committees, particularly in

<i>Calendar of planned activities, April-October 2024</i>		
Date	Venue	Activity and description
		relation to the 30th anniversary of ICPD, which is being celebrated this year. Dr. Usmonov confirmed that regional conference, which is a major event, will be a venue for all members of AFPPD to report on their national-level activities in relation to their work as respective members of the three Standing Committees of AFPPD and in the implementation of commitments to ICPD.

In relation to the activities scheduled from April to October 2023, **Dr. Usmonov** reported that the Secretariat received a request from HelpAge Asia-Pacific, a non-government organization working on the issue of ageing, for AFPPD to be part of its conference on ageing that will be held in Bali, Indonesia on 11-13 September. If APPD agrees, it could host a parliamentary session on the important role of policymaking in active ageing, but the costs for participation would be covered by AFPPD.

Hon. Lagman inquired on the cost of AFPPD participation in the activity and whether AFPPD can support this cost. Dr. Usmonov said that it would cost USD7,000-10,000 for 5-10 members of AFPPD to participate and confirmed that the Secretariat has secured some funds to attend major global events, and if the Executive Committee decides that this conference is an extremely important global event, these funds can be used to support the participation of AFPPD.

Hon. Lagman instructed the Secretariat to communicate with members of the AFPPD to know who are interested to attend this conference. **Hon. Nguyễn Hoàng Mai**, MP Vietnam, inquired if it is possible for AFPPD to request to move the HelpAge conference to October, to be conducted back-to-back with the AFPPD regional conference, so that many AFPPD members can participate and with minimal additional cost. Dr. Usmonov committed to inquire with HelpAge on the possibility of this and to update the ExCom on HelpAge's response.

d. Introduction of AFPPD's new website

Dr. Usmonov updated the Executive Committee that the new website of AFPPD was launched in March 2024. AFPPD also has a new Facebook page, which contains quick updates on activities. Thus, there are three new platforms for sharing updates from AFPPD and its members: the e-newsletter, website, and Facebook page. All members are being requested to send updates to be disseminated through these platforms.

e. Venue and status of AFPPD and its Secretariat

Upon arrival of AFPPD Chair, [Hon. Keizo Takemi](#), MP Minister of Health, Labour and Welfare of Japan, the Executive Committee proceeded to discuss the remaining agenda of the meeting, which is a decision-making that will affect the future of AFPPD.

[Hon. Takemi](#) thanked Honorable Lagman for accepting the responsibility of being acting Chair of the AFPPD and shared that for the last several years, because of an unfortunate incident, AFPPD's Secretariat was relocated in Tokyo and through APDA, AFPPD has been indirectly receiving support from the Japan Trust Fund and UNFPA. The situation of AFPPD is a bit complicated, so Hon. Takemi hopes that the Executive Committee can discuss how AFPPD can regain its status (i.e. an independent organization) and recover its Implementing Partner (IP) status with UNFPA, so that it can directly receive funding support and implement projects. This can be done upon relocating its office to another country. It is important for the Executive Committee to build consensus on the next steps for AFPPD to be an efficient parliamentarians' network for population and development.

Dr. Usmonov updated the members of the Executive Committee that the Secretariat has been in dialogue with partners from the UNFPA APRO regarding obtaining an IP status. Recently, UNFPA informed the AFPPD Secretariat that in order for AFPPD to get IP status, the organization has to register as a legal entity in one of the countries of AFPPD.

Dr. Usmonov also shared the process and requirements for obtaining IP status with UNFPA:

- 1) *AFPPD should be registered as a legal entity in an Asian country;*
- 2) *UNFPA puts up an announcement calling for proposals for competitive selection of partners. The proposals are reviewed and IP status is granted if qualified; and*
- 3) *Once the IP status is granted and micro-assessment is conducted by an audit firm after an IP agreement is signed between UNFPA and AFPPD.*

The AFPPD Secretariat suggests the following process to meet the objectives of obtaining an independent legal status:

- 1) AFPPD to call for member-states to apply for hosting the Secretariat starting from May to September 2024;
- 2) Secretariat to report the list of applicant countries to the Executive Committee members during the 97th Executive Committee Meeting, scheduled on 6 October 2024 in Bali, Indonesia, and the ExCom will identify the shortlisted countries;
- 3) Secretariat will visit each shortlisted country to check on the logistics and technical aspects and report to ExCom in the 98th Executive Meeting, which is scheduled in Spring 2025;
- 4) Voting on final decision will be made either in the meeting in Spring 2025 or in the General Assembly scheduled in Autumn 2025 to be held in the Philippines;
- 5) Secretariat will start moving the AFPPD office to the new host country in Asia and operate the program, which will be around Winter of 2025 or early 2026.

When UNFPA calls for a call for proposals for competitive selection of IPs, AFPPD can then apply for it and UNFPA will review the application and conduct the micro-assessment.

Hon. Takemi reminded that countries applying to host the Secretariat must also inform AFPPD of the legal requirements and timeline for registration for acquiring legal status in their respective countries. Hon. Lagman also clarified if obtaining legal entity means AFPPD has to be incorporated as a juridical person (i.e. it has to be registered as a corporation or having a corporate personality) in the country where the Secretariat will hold office, which Dr. Usmonov confirmed. Aside from this registration, the AFPPD also has to be able to create a bank account in the country. Hon. Lagman said that for most countries, this means registering to have a juridical personality as a non-stock corporation, usually with the national Securities and Exchange office, and that is not a difficult process to do. To be able to do this, AFPPD needs to decide where to put up office, like how it put up its office in Bangkok in the past, as shared by Hon. Dr. Sirathranont.

Countries that will submit application to host the AFPPD Secretariat need to show that they can help in the registration process, opening of the bank account, and compliance with the technical requirements for establishing the office in their county. Upon receiving applications, the Secretariat, in its report to the next ExCom meeting, will identify which countries that have applied can fulfill these requirements.

Hon. Lork Kheng, MP Cambodia, expressed interest to welcome an AFPPD office in Cambodia, sharing that the Cambodian National Assembly has a new building and has enough space for an AFPPD office. The National Committee of Cambodia will check its law and requirements on registering an organization.

Hon. Alexander Nanta Linggi, MP Malaysia, said that they will report to the government of Malaysia whatever major decision will be made by AFPPD so that they can make the appropriate response or commitment.

Hon. Takemi also reminded the ExCom that according to the Constitution of the AFPPD, each member-state should have a National Committee, which consists of parliamentarians, and in this case, if any member-state wants to be the host of the Secretariat, it should have the National Committee, which consists of member-parliamentarians, and this National Committee should have its own office and registered as a non-government organization. In case of the Bangkok secretariat, the AFPPD was registered as a non-government organization through its registration with the government of Thailand. But since it was decided to move the office from Bangkok to Tokyo, APDA has indirectly supported AFPPD as its Secretariat. In addition to that, APDA is the one that has legal status in Japan. The AFPPD also receives financial support from UNFPA through APDA. This is a very irregular process. Hence, it is important that other member-states can host the Secretariat and AFPPD can register as an independent organization and network of parliamentarians.

Dr. Usmonov announced that for the next steps, the Secretariat will send in May the letter inviting member-states to apply for hosting the AFPPD Secretariat and identifying all the conditions discussed. In the 97th ExCom Meeting on 6 October in Bali, the applications received will be reviewed and a shortlist of applicants will be prepared.

Hon. Alexander Nanta Linggi, MP Malaysia wanted to know the term or the maximum number of years that the Secretariat can hold office. Dr. Usmonov clarified that the Secretariat itself has no maximum period of holding office, like how it had held office in Bangkok for about 30 years, and the arrangement in having the office in Tokyo is only temporary.

Hon. Takemi expressed his hope that if Secretariat office successfully moves from Tokyo to any other city in Asia, he would like to request current Executive Director to move to that city too and continue his role as Executive Director of AFPPD.

With no other matters to be discussed, the meeting was adjourned at 17:05.

Prepared by: the AFPPD Secretariat
Date: 10 June 2024

Approved during the 97th ExCom Meeting
Date: 6 October 2024

Attendees:

1	Hon.	Lork Kheng	Cambodia	MP
2	Hon.	Gu Xiaoyu	China	MP
3	H.E.	Keizo Takemi	Japan	MP, Minister of health, labor and welfare
4	H.E.	Alexander Nanta Linggi	Malaysia	MP, Minister for works
5	Hon.	Edcel Lagman	Philippines	MP
6	Hon. Dr.	Jetn Sirathranont	Thailand	MP
7	Hon.	Nguyen Hoang Mai	Vietnam	MP
Absent				
	Hon.	Lisa Chesters	Australia	MP
	Hon.	Deepender Hooda	India	MP
	Hon.	Lord Tu'ivakano	Tonga	MP
Observers				
1	Ms.	Mithchan Linda	Cambodia	CAPPD secretariat
2	Dr.	Kiyoko Ikegami	Japan	APDA
3	Mr.	Zhou Huiyu	China	ESCPHC secretariat
4	Ms.	Wen Quan	China	ESCPHC secretariat
5	Mr.	Chen Naikang	China	ESCPHC secretariat
6	Mr.	Zhang Chaohui	China	ESCPHC secretariat
7	Mr.	Yu Hao	China	ESCPHC secretariat
8	Ms.	Aurora Quilala	Philippines	PLCPD secretariat
AFPPD				
1	Dr.	Farrukh Usmonov	Japan	Interim Executive Director of AFPPD
2	Ms.	Eri Osada	Japan	

*****Nothing follows*****