



2021 ANNUAL REPORT

AIPA SECRETARIAT

TABLE OF CONTENT

	FOREWORD BY THE AIPA SECRETARY-GENERAL	3
	AIPA'S RESPONSE TO THE COVID-19 GLOBAL PANDEMIC	5
	AIPA PRESIDENT	7
	AIPA GENERAL ASSEMBLY AND RELATED MEETINGS	8
	AIPA'S ENGAGEMENT WITH ASEAN	13
	AIPA'S ENGAGEMENT WITH OBSERVER PARLIAMENTS	17
	AIPA'S ACTIVITIES WITH MOU PARTNERS	23
	AIPA'S ACTIVITIES WITH PARTNERS AND INTERGOVERNMENTAL ORGANIZATIONS	27
	AWARENESS RAISING AND PUBLIC OUTREACH	30
	SECRETARIAT'S CORNER	35

FOREWORD BY THE AIPA SECRETARY-GENERAL



Hon. Nguyen Tuong Van
SECRETARY GENERAL OF AIPA

Honorable Members, Colleagues,
Ladies and Gentlemen,

It is with my greatest pleasure to present the AIPA Secretariat's Annual Report on my second full year in office. This Report covers the year which began on 1 August 2020 and ended on 31 July 2021.

The 42nd AIPA General Assembly takes place at a special time when ASEAN is facing multiple challenges, stemming from the new COVID-19 outbreaks and the virus' new variants; the increasingly intense strategic rivalry between major powers; as well as the complicated developments in the East Sea and in Myanmar. Globalization, connectivity and international integration are faced with numerous difficulties, and adjustment is required to adapt to the new circumstances.

In 2020 - 2021, the COVID-19 pandemic has profoundly impacted our lives across all countries and communities, especially causing tremendous human suffering and challenging all major aspects in life. Majority countries in the ASEAN region have performed its vaccination rollouts, although there are some large outbreaks

FOREWORD BY THE AIPA SECRETARY-GENERAL

and surging number of deaths recorded in Southeast Asia. This condition has forced AIPA to innovate its way to conduct all the activities in virtual manner.

AIPA's role has never been more crucial. The Member of Parliaments as the representative of the people is responsible in ensuring the health and well-being of their people by establishing legislative measures, allocating financial resource, and maintaining transparency during the pandemic to maintain public's trust. Through AIPA, parliamentarians can gather and discuss, propose solutions and recommendations that could help with the recovery progress and harmonize the laws among the AIPA Member Parliaments.

My duty as the AIPA Secretary General is to ensure that AIPA Secretariat can successfully perform its mandate to serve all the AIPA Member Parliaments and National Secretariats. Throughout this global pandemic, in addition to the common concerns of all AIPA member parliaments in term of peace, security, economic recovery, one of our main focuses is to provide

platform for ASEAN parliamentarians to obtain updated information on the COVID 19, exchange view and best practices in fighting the pandemic as well as to make policy recommendations to reduce its devastating impacts in all aspects by collaborating with observer parliaments and with international/regional organizations.

This Secretariat's Annual Report provides detailed works and activities that have been conducted by AIPA and the AIPA Secretariat in the period between the 41st and 42nd AIPA General Assembly. On this occasion, I have a great pleasure to express my sincere gratitude to the President of AIPA, H. E. Pehin Dato Abdul Rahman Taib, for His Excellency's leadership and to all AIPA Member Parliaments as well as National Secretariats' colleagues for their valuable support and cooperation.

Thank you.
AIPA Secretary General

AIPA'S RESPONSE TO THE COVID-19 GLOBAL PANDEMIC

In the wake of the covid-19 pandemic AIPA has been adapting its approach in conducting its annual meetings, outreach, awareness raising, and other activities by using video-conference format and other cross-platform online tools. While it posed some challenges, it also revealed that there are ways of conducting things in a more efficient way we previously did not know possible.

During this challenging time, the AIPA Member Parliaments adopted two resolutions at the first virtual 41st AIPA General Assembly in 2020 in response to the COVID-19 Global Pandemic as follows: (1) Resolution on the Role of Parliaments in Promoting ASEAN Cohesiveness and Economic Recovery Post COVID-19; and (2) Resolution on Enhancing AIPA's Role in Supporting ASEAN Socio-Cultural Community in Responding to COVID-19.

AIPA Secretariat also stimulated cooperation between AIPA and its observer parliaments, MoU partners and other organizations through a number of joint webinars on Covid 19 pandemic topics such as:

- The first virtual meeting between the Parliament of Norway (the Storting) and the AIPA Member Parliaments was conducted in February 2021. The main purpose of this introductory meeting was to formally introduce the Storting as the new AIPA Observer to the AIPA Member Parliaments and to familiarize with the work of AIPA. More importantly, one of noteworthy discussion was how the MPs as the representative of the people ensure the health and welfare of the people and how to ensure democracy prevails during the time of crisis like COVID-19 global pandemic.
- The EP-AIPA Inter-Regional Parliamentary Dialogue in June 2021 discussed the issue that is shared by and most relevant for both regions: Mitigating the Negative Effects of the COVID-19 Pandemic. The panel discussed the emergence of new COVID-19 variants, the possibilities and challenges of vaccines rollout, as well as the role of parliamentarians during pandemic times, which exceedingly require parliamentary scrutiny.
- The urgency of the current pandemic situation has stimulated AIPA, in cooperation with FREELAND, to hold a joint webinar on "Preventing Pandemics through One Health Approach" in July 2021. This webinar gathered AIPA Member Parliaments, AIPA Observer Parliaments, and practitioners from international and civil society organizations, ranging from financial, health, and environmental background.

This webinar examined the root causes of the COVID-19 and promoted a long-term solution to prevent future pandemic. Attendees were furnished with a document on the “Roadmap to End Pandemics: Building it Together” which outlines the solutions scheme for pandemic prevention by collaboration from all sectors; governments, law-makers, communities, business, think-tank researcher, media, and individual.

Realizing the importance of the parliamentarians during the pandemic, the AIPA Secretariat continues its existing connections, maintains and establishes new and effective relationship with various national, regional, and international partners. Through their technical support and capacity-building programs for MPs and staff, AIPA Secretariat is able to serve Member Parliaments better in fulfilling their legislative, awareness raising, and oversight functions.

AIPA PRESIDENT

PRESIDENT OF AIPA

HE. Pehin Dato Abdul Rahman Taib



Speaker of the Legislative Council of Brunei Darussalam, His Excellency Pehin Dato Abdul Rahman Taib, received the AIPA Presidency for 2020-2021 on 10th September 2020 during the 41st AIPA General Assembly, which was hosted in virtual format by the National Assembly of Viet Nam.

During his career in the government, His Excellency Pehin Dato Abdul Rahman Taib has held various positions such as the Minister of Development (1984-1986); Minister of Education,

concurrently as Vice-Chancellor of Universiti Brunei Darussalam (1986-1988); Minister of Industry and Primary Resources (1989-2005); and Minister of Education (2005-2010).

On 11th February 2015, His Excellency Pehin Dato Abdul Rahman Taib was appointed as the Speaker of the Legislative Council of Brunei Darussalam.

AIPA GENERAL ASSEMBLY

AND RELATED MEETINGS

THE 42ND

AIPA GENERAL ASSEMBLY



The 42nd AIPA General Assembly hosted by the Legislative Council of Brunei Darussalam, is taking place from 23-25 August 2021 with the theme "Forging Parliamentary Cooperation in Digital Inclusion Towards ASEAN Community 2025". This is the 2nd time AIPA General Assembly is conducted via videoconference. There are 27 Draft Resolutions submitted by the AIPA Member Parliaments and the AIPA Secretariat for Political, Economic, Social, Organizational and WAIPA Committees.

At least three official virtual coordination meetings between AIPA Secretariat and the Hosting Parliament have been conducted to build effective communication and to facilitate smooth implementation of the General

Assembly. Despite limited resources, the AIPA Secretariat performs its best in providing administrative and substantive assistance to the Hosting Parliament, including but not limited to: facilitating communication with AIPA Member Parliaments, observer members, partners, and guests; providing strategic advice to the AIPA President on important matters; and preparing supporting documents such as procedural notes and skeleton reports in timely manner.

Further, in collaboration with the National Secretariat of the Hosting Parliament, the AIPA Secretariat is also responsible in drafting the report of

the 42nd AIPA General Assembly.

The AIPA Secretariat submitted 16 Draft Resolutions to be included in the agenda of the 42nd AIPA General Assembly. The Draft Resolutions proposed by the AIPA Secretariat are not only carrying out the mandate given by the previous General Assembly, but also for the betterment of AIPA and the Secretariat itself.

12TH AIPA CAUCUS



The 12th AIPA Caucus meeting was convened virtually on 16 June 2021, hosted by the Parliament of Singapore. To perform its objectives, the AIPA Member Parliaments presented their country reports, in which relevant national initiatives on the implementation status of the resolutions adopted in the 41st AIPA General Assembly were included. Relevant government ministries or departments of ASEAN Member States have also been involved in executing the implementation of the adopted resolutions.

The meeting was attended by at least 50 AIPA parliamentarians, parliament staff, and representatives from the Secretariat of AIPA and ASEAN. Under the topic “Strengthening Supply Chain Resilience and Enhancing Trade Connectivity”, delegations shared their views and lessons learned and also discussed the role of the AIPA parliamentarians in supporting the ongoing efforts to keep supply chains open, connected, and resilient.

4TH MEETING OF AIPA ADVISORY COUNCIL ON DANGEROUS DRUGS (AIPACODD)



The 4th Meeting of AIPA Advisory Council on Dangerous Drugs (AIPACODD) was conducted via videoconference on 24 May 2021 and hosted by the Legislative Council of Brunei Darussalam. The Meeting was attended by delegations from 9 AIPA Member Parliaments, observers from the Union Assembly of Myanmar, and representatives from the United Nations Office on Drugs and Crimes (UNODC).

Parliamentarians of AIPA discussed and approved the Draft Resolution of the 4th AIPACODD on Prevailing

the Contemporary and Responsive Challenges towards Drug-Free ASEAN. The resolution strongly urges the AIPA Member Parliaments to stand together in reaffirming their stance of zero tolerance against illicit drugs. The Resolutions also recommend the ASEAN Member States to strengthen legislative, administrative, social, and educational measures to protect the communities from drug abuse and to prevent the production and trafficking of illicit drugs.

WORKING GROUP MEETING ON GUIDING RULES AND PROCEDURES FOR HOSTING AIPA GENERAL ASSEMBLY



Following the decision of the 41st AIPA General Assembly, the AIPA Secretariat held a Working Group Meeting on Guiding Rules and Procedures for Hosting AIPA General Assembly on 5 May 2021. Attended by AIPA Member Parliaments, the meeting was a platform for the AIPA Member Parliaments to conduct a comprehensive organizational review of the draft instrument.

As a result, the content of the draft Guiding Rules and Procedures for Hosting of the AIPA General Assembly has brought some changes to the AIPA Statutes. Hence, the meeting also discussed the amendments to the AIPA Statutes as the supreme law of the organization. This is a joint effort to transform AIPA into a more effective and relevant inter-parliamentary

organization as well as to prepare for the challenging times.

The Draft Guiding Rules and Procedures for Hosting of the AIPA General Assembly, its Draft Resolution, as well as the Draft Resolution on the Amendments of the AIPA Statutes are tabled at the 42nd AIPA General Assembly for its consideration and adoption.

WORKING GROUP MEETING ON TRANSFORMATION OF THE AIPA SECRETARIAT



As mandated by the Organizational Committee Meeting of the 41st AIPA General Assembly, the AIPA Secretariat held the Working Group Meeting on the Transformation of AIPA Secretariat on 8 June 2021. This was an effort to transform AIPA Secretariat into a more substantive, issue-based and service-oriented organization, in order to optimize its ability to pursue the AIPA's fundamental purposes as stipulated under the AIPA Statutes.

The AIPA Secretary General delivered a comprehensive presentation which addressed the need to transform the AIPA Secretariat as well as challenges that the Secretariat have been facing in term of the limited resources and too narrowed mandate (i.e. merely administrative function). Those shortage of financial and workforce resources have caused high turnover rate in the Secretariat for many years. The Working Group acknowledged that AIPA member parliaments need

to care about the welfare of the locally recruited staff, especially in term of salary.

The transformation requires adjustments in the annual budget, however some members argued that carrying out the transformation plan at a time when the economies of ASEAN countries are still struggling due to the prolonged pandemic is inadvisable. Due to lack of consensus, the proposal to transform the AIPA Secretariat was again deferred. Despite the fact that there is no draft resolution submitted to the 42nd General Assembly on the Transformation of AIPA Secretariat, the report of the Working Group Meeting has been prepared and circulated to all AIPA Member Parliaments for their records.

AIPA'S ENGAGEMENT WITH ASEAN

4TH FORUM OF ENTITIES ASSOCIATED WITH ASEAN



The ASEAN Secretariat hosted the 4th Forum of Entities Associated with ASEAN in October 2020. The Forum kicked off with an overview of the impact of the COVID19 pandemic in ASEAN, post-pandemic recovery framework and the current mid-term review under the ASEAN Community Blueprints.

This was followed by breakout sessions where participants shared their on-the-ground views on the progress of ASEAN Vision 2025 and possible areas

for improvement. There are currently 75 Entities associated with ASEAN. They are categorized into parliamentarians and judiciary, business organizations, think tank and academic institutions, civil society organizations, and other stakeholders.

BRUNEI-ADSOM

ARMAC Permanent Secre...

ASEAN - MALAYSIA

ASEAN-IPR ED - I Gusti Agu...

ASOD INDONESIA

Asean Secretariat

BD PR - Hairani Tejuddin

Brunei - ASEANTOM

Brunei - SOMTC

Brunei Darussalam - AICHR

CA-MoND-01

CAM PR - Yeap Samnang

Cambodia Sim Vireak

INP

Indonesia - SOM

MOFA VIETNAM

MYANMAR -UAGO

MYANMAR-SOM

PH PDEA DDGA Randy Ped...

Philippines-DGICM

SEOM Chair - BN

SG - PR Kok Li Peng

Singapore-ASEAN Law Ass...

Thailand - Acting SOM

Your video is off

The 12th & 13th Coordinating Conference for the ASEAN Political Security Community (ASCCO) was convened in September 2020 & in May 2021 via videoconference. All APSC Sectoral Bodies, all ASEAN Member States (AMS) through their National Secretariats and Permanent Representatives to ASEAN and Entities Associated with ASEAN, including AIPA attended the Conference.

in 2020, which served as a platform for generating insights and views for the MTR, which was submitted to the 37th ASEAN Summit in 2020. ASCCO continues to serve as a useful platform for the APSC pillar to take stock, review and share information for an effective coordination relative to fully implementing the APSC Blueprint 2025. The ASEAN Secretariat updated the Conference on the developments of the implementation of the APSC Blueprint since the MTR last year.

AIPA ON 3RD ASEAN-ICRC JOINT PLATFORM ON “ADAPTION TO THE EVOLVING ‘RISKScape’ IN ASEAN AND BEYOND”

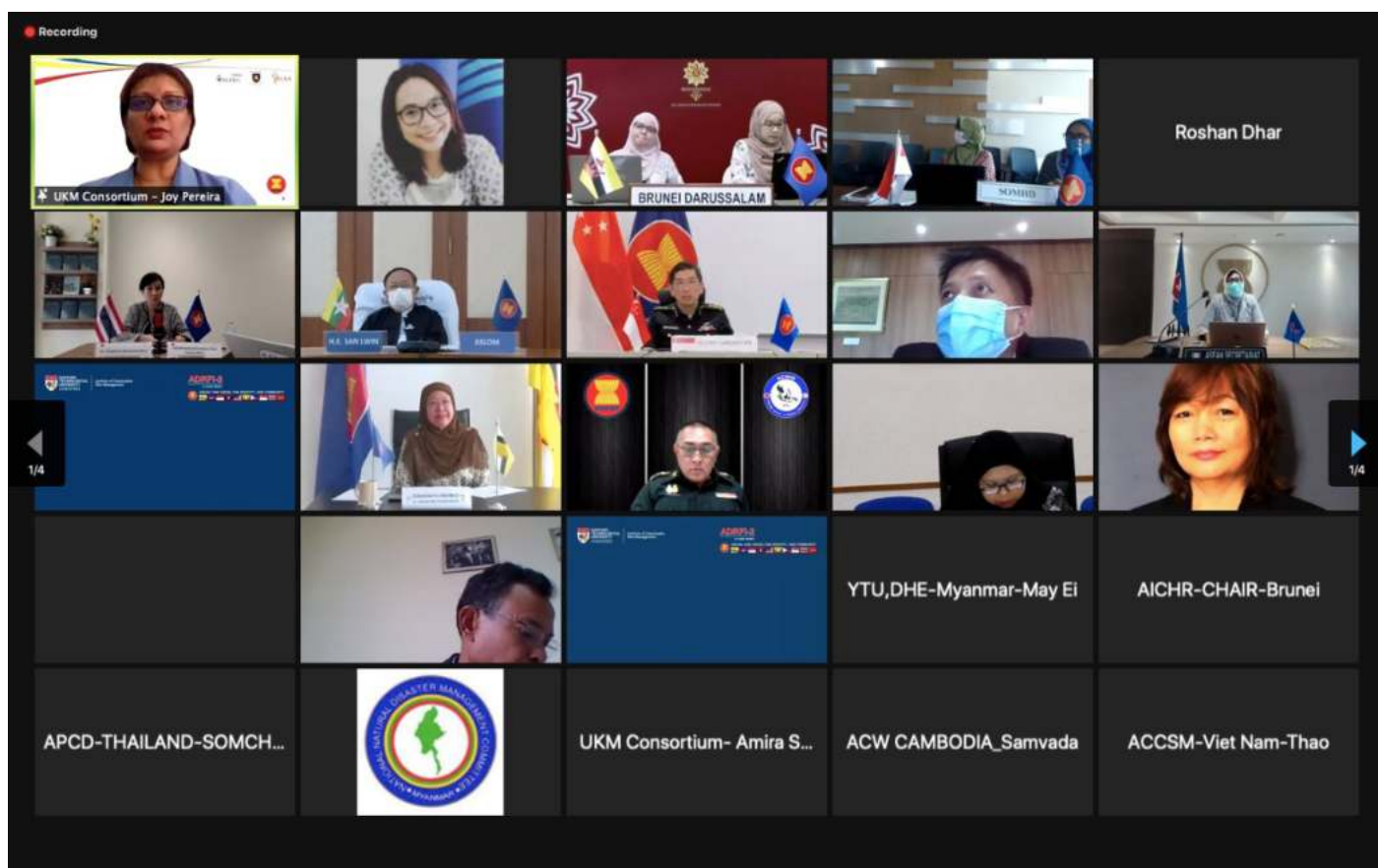


image source: <https://www.icrc.org/>

This event was co-organized by the ASEAN Committee on Disaster Management (ACDM), ASEAN Secretariat and the International Committee of the Red Cross (ICRC) on 23-24 June 2021.

This event served as a platform to gather the relevant actors in the ASEAN region to improve innovation and strengthen coordination in

facing emerging challenges and humanitarian concerns in order to mitigate the evolving ‘riskscape’ in ASEAN. The session was divided into two key topics including Addressing the Humanitarian Financing Gap and Humanitarian Actions in Complex Emergencies.



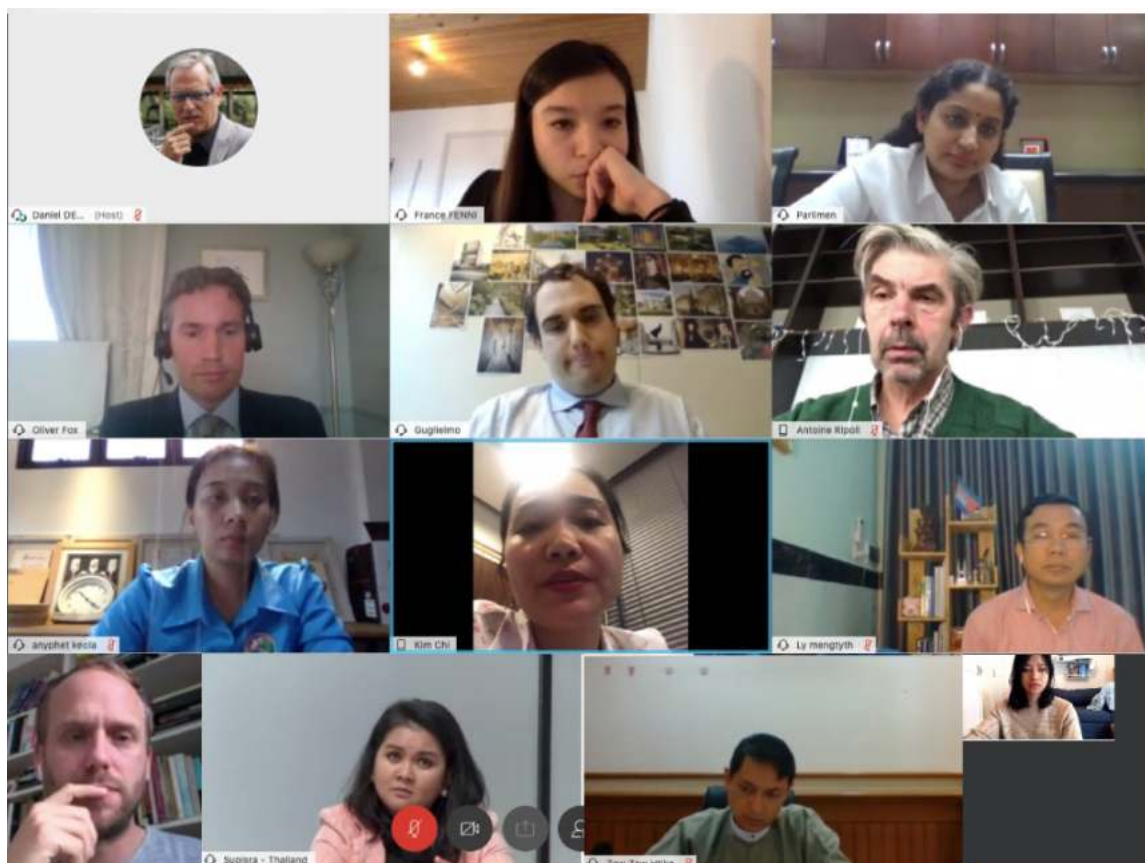
The Workshop was organized by the Disaster Management and Humanitarian Assistance (DMHA) Division of ASEAN Secretariat on 2 June 2021 and was intended to promote synergy with other relevant ASEAN Sectoral Bodies, and Entities Associated with ASEAN.

Workshop discussed intensively potential contributions of relevant ASEAN Sectoral Bodies, ASEAN Centers and Entities towards achieving a-whole-ASEAN process on strengthening disaster management in the region.

Represented by the Director of Committees, ideas contributed to the workshop focused on how AIPA as the legislative branch of ASEAN could support the work of the Joint Task Force on Humanitarian Assistance and Disaster Management. Further, suggestions on how to strengthen the JTF on disaster management to promote a whole of ASEAN approach towards disaster management were also solicited.

WITH OBSERVER PARLIAMENTS

EUROPEAN UNION VISITORS PROGRAMME (EUVP) VIRTUAL VISIT TO THE EUROPEAN UNION AND ITS INSTITUTION



Six staff delegations from six AIPA Member Parliaments (Cambodia, Lao PDR, Malaysia, Myanmar, Thailand, and Viet Nam) took part in the EUVP Virtual Programme from 23 to 27 November 2020.

This virtual visit, which was jointly sponsored by the European Parliament and the European Commission, was aimed for the young leaders from the non-European Union (EU) countries as a first-hand platform to increase the knowledge and understanding of the

European Union Institutions and how the institutions work. Throughout the programme, the staff delegations were welcomed by the officials of the EU Institutions, including the Vice-Chair and Delegation for Relations with the Countries of Southeast Asia and the ASEAN of the European Parliament, and learned about the EU Institutions, the current policy priorities, and the legislative procedures.

MEETING BETWEEN AIPA & EUROPEAN PARLIAMENT



On 27 January 2021, AIPA Secretary-General, Nguyen Tuong Van held a virtual meeting with the Chair of DASE (the European Parliament's Delegation for relations with countries of Southeast Asia and ASEAN), Mr. Daniel Caspary.

Both sides agreed to deepen the relationship between the two organizations by establishing the European Parliament (EP) - AIPA Dialogue. The initial approach is to

conduct the first virtual dialogue, which is expected to be held in the second quarter (Q2) of this year with mutual-concerned topics including mitigating the impacts of the COVID-19 pandemic and the future of the European Union (EU) - ASEAN trade relations.

AIPA - NORWEGIAN PARLIAMENT INTRODUCTORY MEETING



The first virtual meeting between the Parliament of Norway (the Storting) and the AIPA Member Parliaments has been conducted on 26 February 2021. This meeting was realized upon the request from the Asia Delegation of the Storting, followed by the coordination meeting between the Head of Asia Delegation and the AIPA Secretary-General.

The main purpose of this introductory meeting was to formally introduce the Storting as the new AIPA Observer to the AIPA Member Parliaments and to familiarize with the work of AIPA. Equally important, this meeting expected to establish a fruitful dialogue, where the MPs can reinforce interparliamentary relations and potential future cooperation. Amongst the areas of common interest mentioned were the peace and stability, trade and economy cooperation, maritime sector, gender equality, environmental protection, and health issues affected

by the pandemic. One of noteworthy discussion was how the MPs as the representative of the people ensure the health and welfare of the people and how to ensure democracy prevails during the time of crisis like COVID-19 global pandemic.

In 2020, the 41st AIPA General Assembly officially accredited the Storting and the House of Representatives of the Kingdom of Morocco as the new Observer Parliaments of AIPA. The process of accreditation received a full response from all AIPA Member Parliaments. Having conferred a formal status of an Observer, both parliaments shall have the benefit to establish a working relationship with AIPA and participate in the AIPA General Assembly.

BILATERAL MEETING BETWEEN THE SECRETARY GENERAL OF AIPA, HON. MDM. NGUYEN TUONG VAN AND THE SECRETARY GENERAL OF THE EUROPEAN PARLIAMENT (EP), MR. KLAUS WELLE



A bilateral meeting between the Secretary General of AIPA, Hon. Mdm. Nguyen Tuong Van and the Secretary General of the European Parliament (EP), Mr. Klaus Welle, was conducted virtually on 28 May 2021. The meeting focused on the discussion of potential cooperation between AIPA and the EP as support the implementation of the recently agreed EU-ASEAN Strategic Partnership.

Further, Mr. Klaus Welle informed the AIPA Secretary General that the EP liaison office for relations with ASEAN, including the AIPA, will soon be opened in Jakarta. Both sides also emphasized the importance of the first EP-AIPA Inter-Regional Dialogue in June 2021.



INAUGURAL AIPA - EUROPEAN PARLIAMENT **DIALOGUE**

Since the idea of establishing the EP-AIPA Inter-Regional Parliamentary Dialogue was first presented at the 39th AIPA General Assembly in 2018 in Singapore, the European Parliament has consistently sought its realization. On the account of intensive communication between the AIPA Secretary-General and the Chair of DASE, the Inaugural EP-AIPA Inter-Regional Parliamentary Dialogue was organized on June 22, 2021.

Held virtually, the dialogue discussed two issues that are shared by and most relevant for both regions: The Future of EU-ASEAN Trade Relations, and Mitigating the Negative Effects of the COVID-19 Pandemic. The discussion of the first panel was focused on the efficiency of FTA negotiations at executive level, both bilateral and region-to-region, as well as the role of parliamentary diplomacy in accelerating

the negotiations process. Meanwhile, the second panel discussed the emergence of new COVID-19 variants, the possibilities and challenges of vaccines rollout, as well as the role of parliamentarians during pandemic times, which exceedingly require parliamentary scrutiny.

The Inaugural Dialogue was a success in term of shared values, mutual understanding and cooperation, and generated commitments from both groupings to strengthen the relationship. The discussion during the Dialogue was robust, sincere, and most importantly productive. To formalize the Dialogue, the AIPA Secretariat has included the Draft Resolution on the Establishment of the Annual EP-AIPA Inter-Regional Parliamentary Dialogue in the Draft Agenda of the 42nd AIPA General Assembly under the Organizational Matters.

WITH MOU PARTNERS

PCASIA



On 5 October - 6 November 2020, PCAsia (Parliamentary Centre of Asia, formerly Parliamentary Institute of Cambodia), in cooperation with AIPA Secretariat, held the "Training Seminar on Parliamentary Responsibilities: Strengthening the Institutions" via online format.

The seminar intended to be the platform for building and sharing theoretical and practical knowledge of parliamentary staff in the parliamentary work. This included the challenges, introduction to different political systems, parliamentary diplomacy, legislative, representative, and oversight functions. Fifty-four of AIPA parliamentary staff attended the training seminar from nine AIPA Member Parliaments and AIPA Secretariat.

An online advancement programme titled "Training of Trainers" (ToT) was conducted for parliamentary staff of AIPA who have completed the Training on Parliamentary Research from 30 November to 4 December 2020. This programme featured intensive professional development course that to develop knowledge, skills, and practices on research methods, which eventually increases the basic pedagogic skills in teaching, learning, and assessment strategies. Around fifteen selected parliamentary staff participated in the training sessions, guided by experts from the University of Sussex, one of the leading research-intensive University.



Currently, there are two ongoing activities, namely the 'PCAsia Program on Parliamentary Diplomacy' (PCAsia-PPD) and the 'PCAsia Program on Fiscal Analysis Capacity Training' (PCAsia-FACT). The PCAsia-PPD offers collective training in parliamentary diplomacy for the parliamentary staff to enhance their knowledge and skillsets in international relations.

On the other hand, the PCAsia-FACT provides parliamentary staff with the

concepts and principles of the national budgeting process and monitoring for producing information on budget analysis and fiscal issues, which will help them in assisting the parliamentarians in budget and fiscal related tasks. The program is scheduled for the total duration of 18 months starts from July 2021 to December 2022.

AIPA-FREELAND WEBINAR:

PREVENTING
PANDEMICS
THROUGH ONE
HEALTH APPROACH



FREELAND

The urgency of the current global pandemic situation has stimulated AIPA, in cooperation with Freeland, to hold a joint webinar on “Preventing Pandemics through One Health Approach” on 7 July 2021. This webinar gathered AIPA Member Parliaments, AIPA Observer Parliaments, and practitioners from international and civil society organizations, ranging from financial, health, and environmental background.

The focus of discussion of this webinar was to examine the root causes of the COVID-19 and to promote a long-term solution to prevent future pandemic. Attendees were furnished with a document on the “Roadmap to End Pandemics: Building it Together” which outlines the solutions scheme for pandemic prevention by including collaboration from all sectors; governments, law-makers, communities,

business, think-tank researcher, media, and individual.

The issues presented by the practitioners included; the origin of zoonotic outbreaks, preventing infectious diseases drivers, wildlife trade and wildlife crime, legal framework on illegal wildlife trade, and financial mobilization. Deeper topic explorations have been generated by the Member Parliaments attendees, particularly on the financial allocation and awareness raising strategy for the One Health Approach that can be done as a legislator.

The practitioners responded to this discussion by highlighting the suggestions on the conversation measures and identify the high-risk area for the budget allocation, and the need of a holistic approach that includes cross-sectoral institutional integration. The full video of the webinar is available on AIPA YouTube channel.

AIPA'S ACTIVITIES

WITH PARTNERS AND INTERGOVERNMENTAL ORGANIZATIONS

PARLIAMENTARY FORUM ON SMALL ARMS AND SMALL WEAPONS (**PFSALW**)



Following the first collaboration between AIPA and PFSALW in 2018, AIPA and PFSALW organized joint webinar on “Connecting the Dots: Enhancing the Implementation of the UN PoA and the Women, Peace, & Security (WPS) and 2030 Agendas - Through Increased Parliamentary Engagement and Action in International Process” on 16 March 2021. This webinar was attended by the AIPA Member Parliaments, AIPA Observer Parliaments, and the experts from several international and civil society organizations.

The overall aim of the webinar was to enhance the implementation of the United Nations Programme of Action

to Prevent, Combat, and Eradicate the Illicit Trade in Small Arms and Light Weapons in All Aspects (UN PoA), WPS, and 2030 Agenda through capacity-building, policy shaping, and awareness-raising undertaken by parliamentarians. This webinar was also served as first preparatory step for the UN PoA Seventh Biennial Meeting of States (BMS 7) in July 2021, funded by the Trust Facility Supporting Cooperation on Arms Regulations (UNSCAR).

The webinar provided information on the opportunities and challenges posed by the growing arms industry, and the laws and legislation in arms

control. The participants shared recommendations on parliamentary actions to prevent SALW proliferation as well as the important role of parliamentarians in addressing SALW proliferation issues and the importance of gender balance arms-control decision-making process to minimize the gendered-impact of SALW violence.

UNITED NATIONS OFFICE FOR DISARMAMENT AFFAIRS (UNODA)



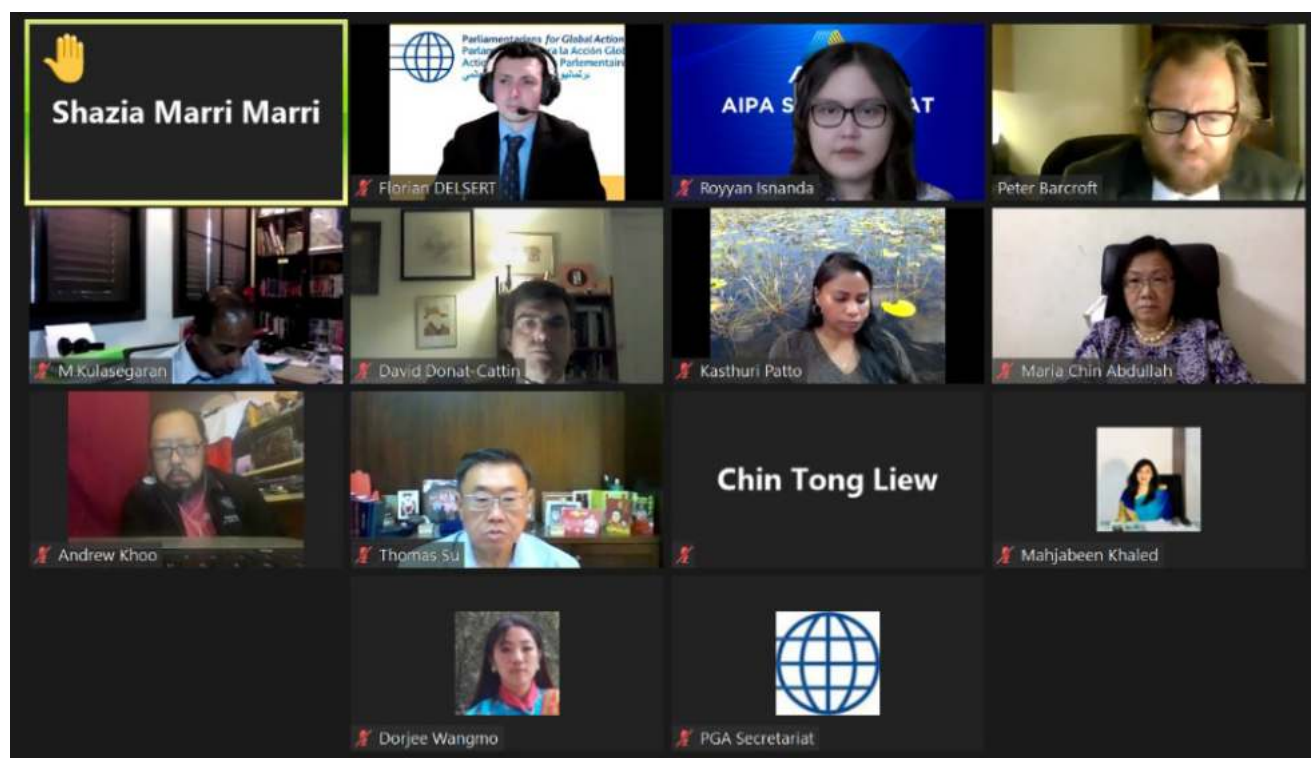
The AIPA Deputy Secretary-General attended and delivered a presentation on “AIPA and Interparliamentary Cooperation on Small Arms Control, Violence Prevention and the Convergence with the WPS Agenda” in the webinar series for regional and sub-regional organizations organized by the United Nations Office for Disarmament Affairs (UNODA) on June 8th 2021.

UNODA is implementing a global project in support of gender mainstreamed policies, programmes and actions in the fight against small

arms trafficking and misuse, in line with the Women, Peace and Security agenda. The target audience of the webinar included staff from regional and subregional organizations.

The series took place virtually in May and June 2021 ahead of the Seventh Biennial Meeting of States on the Programme of Action on small arms (BMS7) and the Seventh Conference of States Parties to the Arms Trade Treaty (CSP7).

PARLIAMENTARY FOR GLOBAL ACTION (PGA)



On 26 May 2021, the AIPA Secretariat took part in a webinar discussing about the UN Programme of Action to Prevent, Combat and Eradicate the Illicit Trade in Small Arms and Light Weapons in All Its Aspects (PoA). AIPA Secretariat gave the view on the crucial role of women parliamentarians in supporting the Women, Peace, and Security (WPS) Agenda in ASEAN, and shared the concrete actions that have been taken by AIPA specifically in armed violence and small arms and light weapons (SALW) issues.

This online webinar was organized by the Parliamentary for Global Actions (PGA) under the theme of "Catalysts, Campaigners and Champions of Change - Convening, Mobilizing and Enabling Women Parliamentarians in Asia in Addressing Needs Identified in Requests for International Assistance in 2018 and 2020 National Reports on the Implementation of the UN Programme of Action to Prevent, Combat and Eradicate the Illicit Trade in Small Arms and Light Weapons and the International Tracing Instrument".

ATTACHMENT PROGRAM



The AIPA Secretariat offers internship program in various areas and working units, such as the Directorate of Committees, Directorate of Stakeholders Engagement and Resource Mobilization, and Directorate of Information, Communication, and Technology. Initiated in 2014, the program receives a lot of interest from young people across ASEAN.

The program offers undergraduate and fresh graduate students three months of practical experience and a first-hand impression of the day-to-day working environment on a wide range of AIPA activities. Started in 2018, the AIPA Secretariat has been hiring at least three undergraduate students and fresh graduates annually, selected from hundreds of applicants. Interns are selected on a competitive basis through preliminary assessment based on course-specific requirements and academic qualifications, and in-person interview. As part of the team, interns are exposed to the AIPA meetings, participated in workshops and seminars, and contributed to the analytical and administrative work of the AIPA Secretariat.

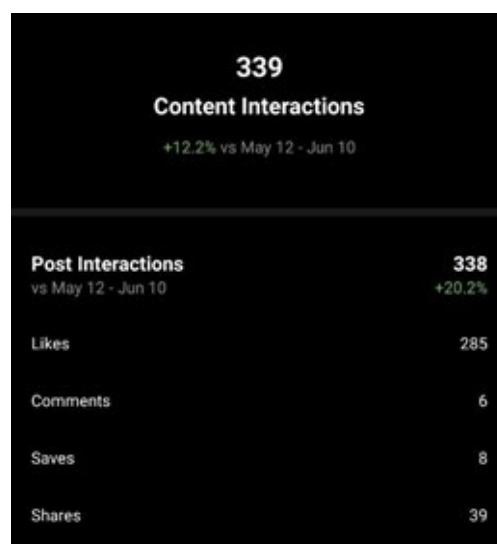
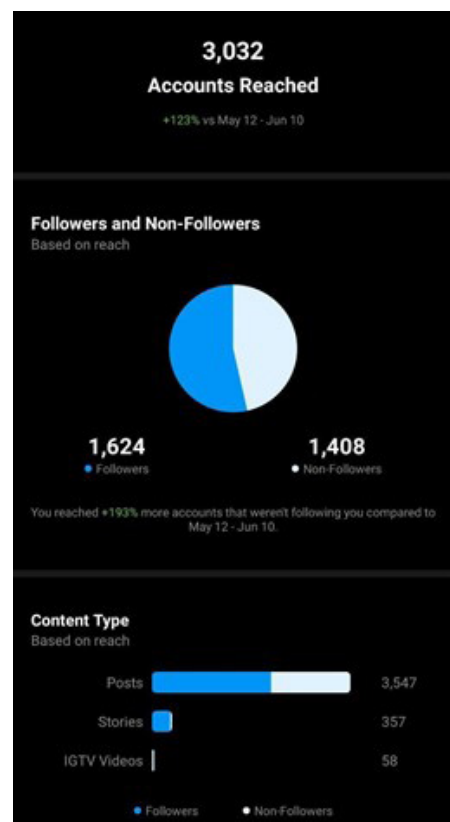
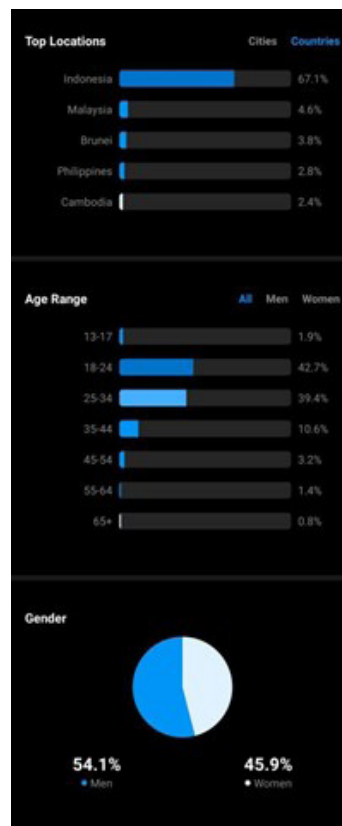
Despite the Covid-19 pandemic, the AIPA Secretariat continuously offers internship program with an effective remote procedure. From March 2020 until this report is published, the AIPA Secretariat has hired 6 interns from total 106 applicants, to be assigned to different working units.

AIPA Social media platforms have shown significant increases in the past years. This year, AIPA Secretariat decided to use an organic social-media marketing. Organic reach uses free tools (unpaid marketing) to promote the brand, post, and social account. Below is the summary of AIPA social-media platforms from 31 July 2020 to 12 July 2021, collected by using "Insight" feature from Facebook and Instagram Analytics.

AIPA INSTAGRAM

The number of followers of the Instagram page of AIPA have shown a steady growth. By July 2021, the followers increased to 3,511 from 3,344 followers in July 2020. The AIPA's Instagram Follower Demographic shows more percentage of the male users (54.1%), compared to female users (45.9%).

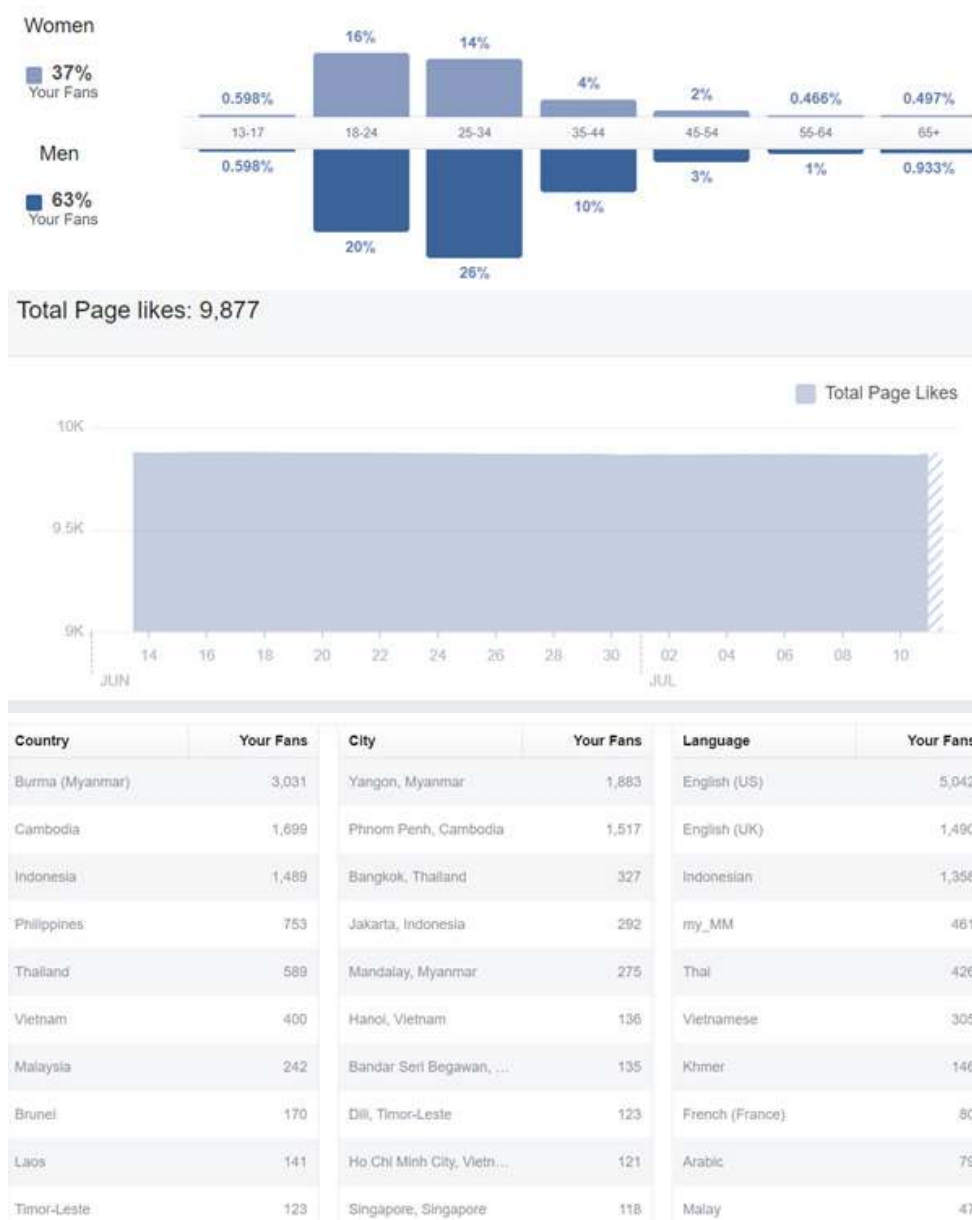
The age group demographic states that 82.1% of AIPA's followers are between the ages of 18 and 34 years, followed by the age group of 35-54 years old (13.8%), 55+ years old (2.2%), and age group of 13-17 years old has the smallest percentage (1.9%). Most of the AIPA's Instagram followers comes from Indonesia (67.1%), followed by Malaysia (4.6%), Brunei (3.8%), the Philippines (2.8%), and Cambodia (2.4%).



As of July 2021, the number of followers of the AIPA Facebook page reached 10,231 followers, increasing from 10,123 followers last year. The Insight shows that the third quarter of the audiences of AIPA Facebook Page (people reached and total of followers) are dominantly male with 63%. Meanwhile, the female audience's percentage is at 37%.

The Facebook Insight also shows what countries the AIPA Facebook page

followers come from. The statistic shows that Myanmar has the biggest percentage of the audiences (3,031) followed by Cambodia (1,699), Indonesia (1,489), Philippines (753), Thailand (589), Vietnam (400), Malaysia (242), Brunei (170), Laos (141). For the audiences' age group, it was categorized into three age brackets; 36% (18-24 years old), 40% (25-34 years old), 14% (35-44 years old), and 6% (45 years old or over).



AIPA Secretariat has developed a new design for the AIPA Website by adding an activity slider on the home page and embellishing attractive colors to the website menu. These improvements were made for easy access to the updated information about AIPA, and to give a new enhanced experience on the website page for the visitors. The website is updated regularly.

Based on the monitoring website dated from 25 August 2020 to 12 July 2021, the approximate number of audiences was 15,006 person per year. In 2021, AIPA Website has gained new audiences 82%. The top countries come from Philippines (18,29%), followed by Indonesia (13,82%), China (5,93%), United States (5,63%), Singapore (4,97%), Malaysia (4,84%), Vietnam (4,40%), Thailand (4,10%), Brunei Darussalam (3,81%), India (3,16%).

As for the page views, most visitors came to the website to look for: 1) "AIPA - OUR AIPA OUR ASEAN", 2) "NEWS, REPORT", and 3) "REPORT AIPA GENERAL ASSEMBLY".



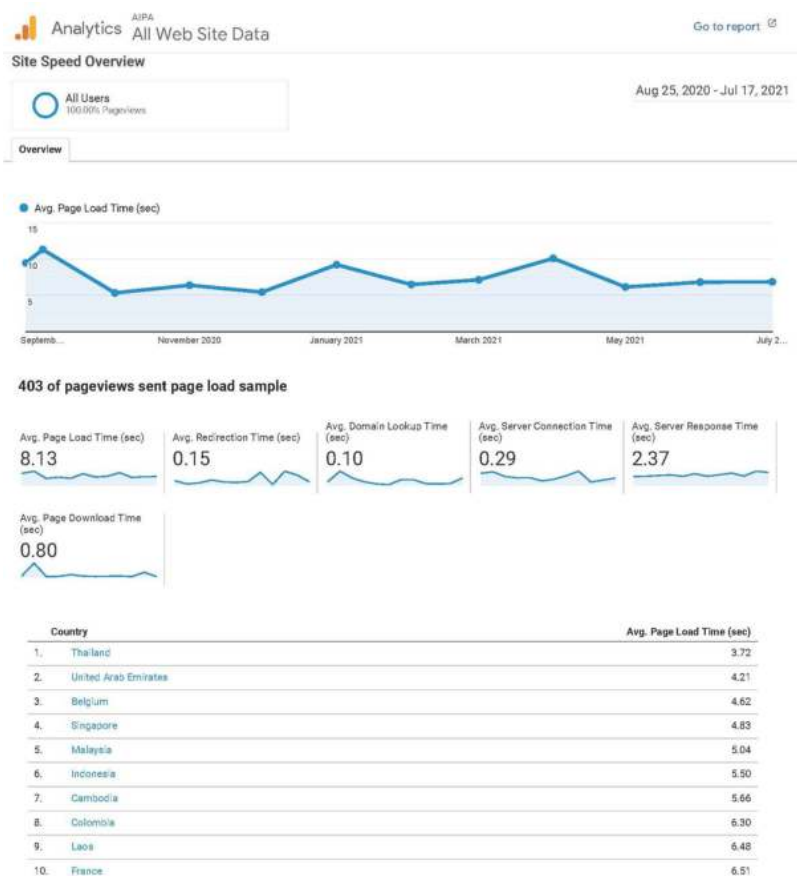
DEMOGRAPHIC 1.1



DEMOGRAPHIC 1.2

In 2021, the analytic recorded a noticeable decreased page load time compared to last year. Hence, the Directorate of ICT developed a new concept and system of the website to build a lighter system for easiness of the visitors to access updated information about AIPA and ASEAN Parliamentarians.

The top ten countries average page load time (sec) came from Thailand (3.72), followed by United Arab Emirates (4.21), Belgium (4.62), Singapore (4.83), Malaysia (5.04), Indonesia (5.50), Cambodia (5.66), Colombia (6.30), Lao PDR (6.48), France (6.51).



DEMOGRAPHIC 1.3

ASEAN YOUTH GENERAL FORUM (AYGF)

On 2 June 2021, the AIPA Deputy Secretary-General shared a panel with the Director for ASEAN Socio-Cultural Cooperation of the Ministry of Foreign Affairs of the Republic of Indonesia and a social media influencer at the International Webinar of ASEAN Youth General Forum (AYGF) 2021.

This event was jointly organized by the International Program of International Relations of the Muhammadiyah

Yogyakarta University Community and the University of Utara Malaysia to gather students from ASEAN Countries to gain understanding and exchange knowledge on the current issues happening in ASEAN. The AIPA Deputy Secretary-General particularly asked to provide his views in terms of AIPA's responses and efforts in combatting the COVID-19 Pandemic.

AIPA FINANCIAL STATEMENT

Income and Expenditure Statement FY 2020-2021 (as of 31 July 2021)

a. Annual contribution from Member Countries

Total of USD. 299,382 was received by AIPA Secretariat as annual contribution from AIPA Member Countries for fiscal year 2020-2021 and total of USD. 277,115 was spent for operational expenditures of AIPA Secretariat such as manpower, earmarked expenditures and other operating expenditures. A surplus of USD. 22,267 is kept in saving account.

b. Special Fund Contribution from Member Countries

Total of USD. 49,621 was received by AIPA Secretariat as Special Fund contribution from AIPA Member Countries for fiscal year 2020-2021 and total of only USD. 2,645 was spent for earmarked expenditures. A surplus of USD. 46,976 is kept in saving account.

Due to the serious COVID-19 pandemic in Indonesia and followed by work from home policy, many of the AIPA scheduled events were transformed into videoconferencing format and some scheduled events were postponed. These resulted to savings to AIPA Secretariat.

Additional expenditures with a total amount of USD. 108,698 was spent for renovation of new AIPA Secretariat office and procurement of furniture for new AIPA Secretariat office, tuition fees for Secretary General dependent. These expenses are covered from AIPA Secretariat savings.

Position of current accounts in Bank Mandiri

Balance of AIPA current account in Bank Mandiri as of 31 July 2021:

1. Account 1020000055183 - USD. 73,384
2. Account 1220006293289 - USD. 48,314

RELOCATION OF AIPA SECRETARIAT PREMISES TO ASEAN SECRETARIAT

The 41st AIPA General Assembly in September 2020 adopted the Resolution on the relocation of the AIPA Secretariat to the ASEAN Heritage Building. Complying with the Resolution, the AIPA Secretariat conducted intensive communication with the ASEAN Secretariat to immediately realize the relocation and start the renovation of the new office which was approved by the last AIPA General Assembly. The new office of the AIPA Secretariat which has been offered to the AIPA free of charge, has adequate space for up to 30 staff. There is a big room to host meetings up to 20 people or receive guests of the Secretary General. There are private rooms for the Secretary General, Deputy Secretary General, 4 Directors, Secretary to the SG and 2 common work areas for staff. In addition, as one of the most important Entity associated with ASEAN, AIPA can use ASEAN facilities in the new building including meeting rooms for big events and host guests of AIPA. The ASEAN Secretariat also supported AIPA by providing some furniture (desks and chairs) for staff. Following the approval of the 41 General Assembly, the AIPA Secretariat has equipped all existing staff with new computers and laptops.

The relocation into the ASEAN Headquarter building will raise AIPA's profile with ASEAN and other non-parliamentary organizations as well as to create a harmonious working relationship with ASEAN



thereby enhancing cooperation and communication between AIPA Secretariat and ASEAN Secretariat.

Following are some photos of the new office of the AIPA Secretariat after renovation:





CONTRIBUTION IN KIND **FROM HOST COUNTRY (DPR-RI)**

AIPA Secretariat hereby expresses its sincere appreciation and gratitude to the House of Representatives of Indonesia as the host parliament for its continued support and assistance to the Secretariat.

The House of Representatives of Indonesia had provided AIPA Secretariat with many facilities such as office space, office furniture and equipment, maintenance for Official cars and through the years paid for the Secretariat's utility charges, telephone bills and internet bills.



DONATION OF REUSABLE FACE MASKS **FROM TEMASEK FOUNDATION THROUGH AHA CENTRE**

In January 2021, AIPA Secretariat received 28,000 pieces of reusable masks from AHA Centre. This donation certainly helps AIPA Secretariat activities during this pandemic situation.

Some masks had been distributed to staff member, while remaining masks are kept in the office.

OFFICE OF EXECUTIVE



Hon. Nguyen Tuong Van

AIPA Secretary General



Mr. Mario Pandu Dewono

AIPA Deputy Secretary General



Ms. Putri Gita Chandra Lubis

Secretary to Secretary General

On May 1st, 2021 the recruitment process for position of Director of Committees was completed. Adjustment in the Directorate was also made to meet the demands from the AIPA Member Parliaments and the National Secretariats. If previously the Directorate of Committees did not have team member, considering the heavy workload of the Directorate, the AIPA Secretary General decided to assign the Education Officer to join and assist the Directorate exclusively.

The Directorate of Committees is in charge of providing administrative and substantive support to the AIPA Member Parliaments in organizing the AIPA meetings. The Directorate is also responsible for ensuring that the conduct of the AIPA meetings and the works of the Standing and Ad-Hoc Committees of AIPA are in line with the AIPA Statutes and other official instruments of AIPA.



Ms. Putri Maha Lima

Director of Committee



Mr. Sandi Nursahamdani

Education Officer

DIRECTORATE OF STAKEHOLDERS' ENGAGEMENT AND RESOURCE MOBILIZATION

Following the adjustment in the Directorate of Committee, the Directorate of Policy, Education, and Publicity has been re-branded as the Directorate of Stakeholders' Engagement and Resource Mobilization. The adjustment was made to specify the line of work and to better accommodate the communication and engagement with external parties received by AIPA, which has been growing very fast for the past few years.

The Directorate of Stakeholders' Engagement and Resource Mobilization is responsible in maintaining and creating new engagements with external parties such as ASEAN Secretariat, partners, guests of AIPA, regional, and international communities or organizations through collaborative activities to achieve common goals. This directorate is also designed with fund-raising capability in mind and build donor constituency to ensure that AIPA Secretariat may gradually provide not only administrative support, but also knowledge and research assistance on substantive matters for the AIPA Member Parliaments, AIPA National Secretariat, and the AIPA Secretariat staff.



Ms. Royyan Hadela Isnanda

Publicity Officer

DIRECTORATE OF KNOWLEDGE MANAGEMENT, INFORMATION & COMMUNICATION TECHNOLOGY

The Directorate of Knowledge Management, Information & Communication Technology manages all computer and technology services in the AIPA Secretariat. It is responsible for advising users on the use and limitation of ICT, and propose changes in the present operational procedures, where applicable, and to streamline work processes for better efficiency and effectiveness.

It is also responsible for the provision of computer and information services either directly by its internal resources or through service providers. This includes the operation of appropriate network, hardware, and software systems.



Mr. Resky Wiwoho A. W.

Director of ICT



Mr. Efran Arieza

ICT Officer

DIRECTORATE OF FINANCE AND ADMINISTRATION

The Directorate of Finance and Administration provides and facilitate the smooth operation of other Directorates through the provision of financial and administrative support services. The Directorate maintain cash books including control and ensures that all disbursements are in accordance with the Rules and

Regulation of the AIPA Secretariat. It is also responsible to perform personnel administration tasks and maintenance of various personnel records and files as well as prepare, updates, maintains and control supplies, material and office equipment.



Mr. Adi Witjaksono

Director of Finance and Administration

Ms. Nyoman Astini Sari

Corporate Finance Officer



Ms. Dwi Supiana

Corporate Support Officer

Mr. Tumiran

Driver to Secretary General



Mr. Wahyu Samodra

Specialist officer

Ms. Neni Triana

Domestic Help



Mr. Suheri

Office Support Staff

LIST OF VIRTUAL MEETINGS ATTENDED BY AIPA SECRETARIAT

Below are the activities attended by the AIPA Secretary-General and/or AIPA Deputy Secretary-General:

1. The 11th AIPA Caucus Virtual Meeting on 14 August 2020, Organized by the House of Representatives of Republic of the Philippines;
2. Virtual Preparatory Meeting for the 41st AIPA General Assembly on 17 August 2020, hosted by the AIPA Secretariat;
3. The 12th Coordinating Conference for the ASEAN Political-Security Community (12th ASCCO) on 1 September 2020, organized by the ASEAN Secretariat;
4. The Virtual 41st AIPA General Assembly on 8-10 September 2020, hosted and organized by the National Assembly of the Socialist Republic of Viet Nam;
5. Coordination Meeting with the Parliamentary Forum on Small Arms and Light Weapons (PFSALW) on 16 September 2020;
6. Meeting with the ASEAN Deputy-Secretary General, Mr. Michael Tene for Discussion on AIPA Secretariat Premise on 24 September 2020;
7. Meeting with the European Parliament on 2 October 2020;
8. PIC Training Seminar "An Overview of Parliamentary Responsibilities: Strengthening the Institutions" on 5 October 2020;
9. Discussion Meeting with ECPAT on Future Collaboration on 16 October 2020;
10. The 4th Forum of Entities Associated with ASEAN on 20 October 2020;
11. Courtesy Call from the International Committee of the Red Cross (ICRC) Head of Jakarta, Mr. Alexandre Faite on 5 November 2020;
12. Coordination Meeting with ECPAT on 6 November 2020;
13. Introductory Meeting with USAID-PROSPECT on 10 November 2020;
14. Resource Speaker at the Regional Consultation "Strengthening Responses to Sexual Exploitation of Children Ln Asia: in the Context of COVID-19" on 18 - 19 November 2020, organized by ECPAT International;
15. Virtual Meeting with the Chairman of Parliamentary Intelligence-Security Forum (PISF), Hon. Robert Pittinger, on 24 November 2020;
16. Coordination Meeting with PFSALW on 27 November 2020;
17. First Coordination Meeting with the Norwegian Parliament on 8 December 2020;
18. Coordination Meeting with PFSALW on 21 December 2020;

19. Exchange of views between AIPA Secretary General and the Chair of the (the European Parliament's Delegation for relations with countries of Southeast Asia and ASEAN), Mr. Daniel Caspary on future EP-AIPA Cooperation on 27 January 2021;
20. Meeting with ECPAT on the Launching of ECPAT Country Analysis on 19 February 2021;
21. Meeting between AIPA Secretary-General and Pakistan Embassy on 24 February 2021.
22. PFSALW-AIPA Meeting Regional Webinar on 16 March 2021;
23. Follow-up Meeting with ECPAT on 1 April 2021;
24. Evaluation Meeting and Discussion on Possible Future Cooperation with PFSALW on 19 May 2021;
25. Discussion Meeting with the Secretary-General of European Parliament on 28 May 2021;
26. International Webinar of ASEAN Youth General Forum (AYGF) on 2 June 2021
27. Panelist at webinar series for regional and sub-regional organizations organized by the United Nations Office for Disarmament Affairs (UNODA), on June 8th 2021
28. Participated at the "3rd ASEAN-ICRC Joint Platform on Adaptation to the Evolving 'Riskscape' in ASEAN and Beyond" on 23 - 24 June 2021;
29. Follow-up Meeting with ICRC in July 2021;
30. Meeting with the Indonesia Country Director of International Conservation Caucus Foundation, Mr. James Ward on 13 July 2021;
31. FREELAND-AIPA on "Preventing Pandemics through One Health Approach" on 7 July 2021;
32. AIPA-FAO First Meeting for Possible Collaboration on 8 July 2021.
33. Participated in a webinar on "Access to Education" co-organized by the ICRC, ASEAN Institute for Peace and Reconciliation, and the ASEAN Foundation on 28 July 2021
34. Panelist in the UN PoA BMS 7 side event "Connecting the Dots: Enhancing implementation of the UN PoA and the Women, Peace & Security and 2030 Agendas - through increased parliamentary engagement and action in international processes" on 29 July 2021.

www.aipasecretariat.org

 [ouraipaourasean](https://www.facebook.com/ouraipaourasean)
 [@aipasecretariat](https://twitter.com/aipasecretariat)
 [aipa.secretariat](https://www.instagram.com/aipa.secretariat)
 [aipasecretariat](https://www.youtube.com/aipasecretariat)
 aipa@aipasecretariat.org

AIPA Secretariat
5th Floor, Heritage Building
ASEAN Secretariat
Jalan Sisingamangaraja No. 70A
Kebayoran Baru
Jakarta Selatan 12110
Indonesia