

MALACAÑANG
Manila

MEMORANDUM ORDER NO. 165

**DIRECTING THE SECRETARY OF FOREIGN AFFAIRS TO TAKE CHARGE
OF THE PREPARATIONS AND ARRANGEMENTS IN CONNECTION
WITH ALL INCOMING STATE AND OFFICIAL VISITS**

WHEREAS, there is need for coordinated planning and implementation of all arrangements during State and official visits;

WHEREAS, the Department of Foreign Affairs is the lead agency that advises and assists the President in planning, organizing, directing, coordinating and evaluating the total national effort in the field of foreign relations.

NOW, THEREFORE, I EDUARDO R. ERMITA, Executive Secretary by authority of Her Excellency **GLORIA MACAPAGAL-ARROYO**, do hereby direct the Secretary of Foreign Affairs to take charge of the preparations and arrangements in connection with all incoming State and Official Visits to the Philippines by Heads of States and other foreign dignitaries.

The Chairman, Metro Manila Development Authority, Undersecretary, Department of Public Works and Highways, Undersecretary, Department of National Defense, Undersecretary, Department of Trade and Industry, Undersecretary, Department of the Interior and Local Government, Undersecretary, Department of Tourism, Undersecretary, Department of Transportation and Communications, Undersecretary, Department of Budget and Management, Undersecretary, the Office of the Press Secretary, Chief of Protocol of the Office of the President, Social Secretary of the Office of the President, General Manager, Manila International Airport Authority, and the Group Commander, Presidential Security Group are hereby directed to fully collaborate with the Secretary of Foreign Affairs to ensure proper planning, coordination and execution of all preparations and arrangements, including implementation of Presidential instructions, in connection with the State or Official Visits. They will also be responsible for the preparation of the detailed programs of the State or Official Visits, including the provisions for security and media coverage.

The Secretary of Foreign Affairs may call on any agency or instrumentality of the government, including government-owned and controlled corporations, for assistance as he may need in the discharge of this Memorandum Order. All such government agencies are enjoined to cooperate with the Secretary of Foreign Affairs to ensure proper implementation of this issuance.

This Memorandum Order shall take effect immediately.

DONE in the City of Manila, this 22nd day of March in the year of Our Lord, Two Thousand Five.

By authority of the President

A handwritten signature in black ink, appearing to read 'Ermita', written in a cursive style.

EDUARDO R. ERMITA

Executive Secretary