



COMMUNICATION #3

FRANCISCAN CONFERENCES OF ASIA AND OCEANIA (FCAO)

Ministers Meeting with the Minister General, the General Definitory
& Major Secretariats & Offices of the General Curia
Manila, Philippines
April 7-13, 2024

February 8, 2024

Dear brothers,

Peace and blessings!

Barely two months from now, we shall have our FCAO meeting in Manila, Philippines. Our Preparatory Committee had a meeting with the FCAO Definitory General, Br. John Wong, OFM last February, 7, 2024.

To make this meeting a success, we are sending you perhaps the penultimate communication before the meeting in April 7-13, 2024:

A. PARTICIPANTS' DETAILS

1. For all those participating, please send us your name, your designation, and your flight details as soon as possible. We encourage you to send in a week's time, the **16th of February as deadline**. Our secretariat and hotel staff need the necessary details especially, the flight information for airport pick up schedules.

B. ACCOMMODATION COSTS

1. All the members of the General Definitory including the General Secretary will have a single room and will be sponsored by the FCAO.





2. The rest of the participants will pay for their accommodation:
 - a. For a single room for six (6) days, the cost will be **\$1000** per pax for the whole duration of the meeting (April 7-13). If you come early or stay longer, you may do so but you will be charged **\$80** for every extra day.
 - b. For double occupancy for six (6) days, you will pay **\$500** per pax. If you come early or stay longer after the meeting, you may do so, but you will be charged **\$50** for every extra day.
 - c. Every FCAO entity is encouraged to send their contribution to this FCAO meeting. You may pay to the FCAO Secretariat for your accommodation charges when you arrive, but you may send it through this bank account:

<i>Bank Name:</i>	Bank of the Philippine Islands
<i>Address:</i>	#1 Biak-na-Bato cor. Quezon Avenue, Quezon City
<i>Account Name:</i>	MPFPPSPBI – Procurador General De Padres
<i>Account Number:</i>	0214-0069-01
<i>Swift No.:</i>	BOIPHMM
<i>Routing No.:</i>	021000018

C. REPORTS

1. Conference Presidents tasks include the following – Besides the video, a brief Report on three Lights, three Challenges and three proposals of Conferences
2. Ministers Report
 - a. Profile of the Entities (Format has been sent already)
 - a. Brief Report on three Lights and three Challenges and three proposals of each Entity
3. Entity Secretaries and JPIC Animators are to prepare and submit a brief Report on the three Lights and three Challenges of each area. This is not to be reported in the plenum but during the separate meetings.
4. Conference Coordinators (Formation, Mission and JPIC) are to make a Synthesis Report based on the entity reports of each area.





Reports should be submitted to the FCAO Secretariat **on or before Feb 23, 2024**. We will go paperless in this meeting. So, we need to upload the said reports in a special website to be prepared for this meeting.

D. VIDEOS

1. In the last communication, we requested for the Conference Presidents and their communication staff, to prepare a short video (2-5 minutes) with maps, photos, etc that will introduce their conference at the beginning of the meeting. **Please submit the video also to the secretariat on the 7th of March 2024.**
1. Another additional request for a short video (3-5 minutes) from each entity (Provinces, Custodies, Foundations, regions) about their Province. This will not be reported but will be shown during breaktimes or while waiting for the sessions to start.

E. UPDATED PROGRAM

Please find attached revised program or schedule. Check your tasks or assignments in the program.

F. FOOD

If you have dietary requirements, please inform the Secretariat ahead of time.

G. AIRPORT PICK UP DETAILS

All participants coming to Manila from foreign countries will be picked up by the Hotel personnel. **As soon as you get out of the luggage area, please look for a big OFM sign and approach them so you will be handled by them on your way to the hotel.** Just in case you are not picked up after more than 30 minutes or so, just get a taxi from outside and give the TRYP Hotel address. It is very close. We shall refund your taxi fare.

H. MONEY EXCHANGE

If you need to change your currencies to Philippine pesos, just inform the FCAO Secretariat. Percival Tayem, OFM, the Bursar for the FCAO meeting will take care of the foreign exchange.





I. CONTACT DETAILS

Send your communication directly to Br. Mark Angelo Vito, OFM (a member of our FCAO Secretariat) at ofmprovsec@gmail.com. You may also place on cc, Br. Lino Gregorio Redoblado, OFM (EAC President): greg45ofm@gmail.com and also our SAAOC counterpart, Br. Mikael Peruhe, OFM at minprov@ofm-indonesia.org or Br. Titus Angga Restuaji, OFM at titusangga@gmail.com).

See you soon!

Fraternally,

Br Lino Gregorio V. Redoblado, OFM
EAC President
Host Conference

Br. Michael Peruhe, OFM
SAAOC President

FCAO 2024 Overall Secretariat:

Br. John Wong, OFM
FCAO Definitor General

Br Lino Gregorio Redoblado, OFM
EAC President

Br. Michael Peruhe, OFM
SAAOC President

Br Reu Jose Galoy, OFM
Chairman, Host Country FCAO 2024 Preparatory Committee

Secretaries:

Br. Mark Angelo Vito, OFM
EAC Secretary

Br. Titus Angga Restuaggi, OFM
SAAOC Secretary

