Taiwan Economic and Cultural Representative Office (TECRO) and American Institute in Taiwan (AIT) Information and Communication Technologies (ICT) Forum Terms of Reference

BACKGROUND

Discussions between the TECRO Designated Representative, the Taiwan Ministry of National Defense (MND) and the AIT Designated Representative, the United States Department of Defense (DOD) have led to an agreement to pursue information exchanges and joint projects in the area of Information and Communication Technologies (ICT) on a bilateral basis. The Taiwan – U.S. ICT Forum will provide a means for both parties and designated representatives to share information and explore cooperative opportunities at the strategic ICT and policy level.

For the purposes of this Forum, ICT encompasses information and communication systems, as well as decision-making and information-management processes. The focus of the Forum is on ICT policies, concepts, feasibility investigations, evaluations, technology and experimentation.

MISSION

The Taiwan – U.S. ICT Forum is the focal point for ICT policy and strategic exchanges between the designated representatives (MND and DoD). It will be the principal place to discuss ICT strategic vision, plans, policies, and directions of common interest between representatives of MND and DoD, and officials from their services and agencies. The Forum will also identify and facilitate collaboration on projects of mutual interest in the ICT domain.

OBJECTIVES

The objectives of the ICT Forum are:

- Sharing of ideas and developments in ICT, particularly in concept exploration such as in Network Centric Warfare and in technology developments such as in new generation communications;

- Identify projects suitable for co-operation between the designated representatives (MND and DoD), and the appropriate mechanism for that co-operation;

- Facilitate latent interoperability between the organizations and agencies of the designated representatives (Taiwan Armed Forces and the U.S. Armed Forces such as Pacific Command), where feasible, through the development of common policies, standards, or equipment solutions;

- Co-ordinate co-operative programs and discussions to avoid duplication of effort and establish relations with other U.S.-Taiwan groups, as appropriate;

- Review issues of concern in ICT where there is a common interest;

- Pursue plans and proposals for harmonizing ICT requirements; and

- Monitor, assess, and report on the value of the Forum's activities.

REPRESENTATION

The principal representatives (or Principals) to the ICT Forum shall be senior ICT representatives from the designated representatives (MND and the DoD). Representation from AIT, TECRO, and USPACOM will, at a minimum, be invited to attend. As appropriate and agreed by the principal representatives, working level groups of experts may be formed on an ad hoc basis to address specific issues and items of interest.

MEETINGS

In principle, the ICT Forum will be held annually or more frequently as determined by the Principals.

The Principals will agree on the meeting venue and host. The agenda will be determined and agreed upon by both parties and designated representatives. The host nation will provide the secretariat, and prepare the record for the meeting, which will be signed by the Principals upon mutual consent.

Ad hoc working groups will meet as frequently as necessary to accomplish the tasks assigned by the Principals.

COORDINATION

Coordination between meetings shall occur by mail, telephone, facsimile, e-mail, personal liaison, or other mutually acceptable means. For Taiwan, the main point of contact shall be the TECRO. For the U.S., the main point of contact will be AIT.

The principal representatives are responsible for ensuring that Forum activities are adequately coordinated within their national defense establishments.
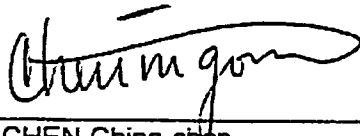
Existing or future bilateral Agreements [Memoranda of Understanding (MOUs)/Memoranda of Agreement (MOA), Data Exchange Annexes (DEAs), Information Exchange Annexes (IEAs), Project Agreements (PAs)] will be used as the legal mechanisms to carry out any decision made by the Principals.

REVIEW

The Principals will review the ICT Forum Terms of Reference at a minimum of every three years from the establishment of the forum, or more frequently as determined by the Principals. This is to ensure that mutual objectives are being met and to determine whether the benefits derived from the forum are commensurate with the resources involved.

TERMINATION

The Taiwan – U.S. ICT Forum shall be terminated by either party upon receipt of a 60 day written notice to the other party.

CHEN Ching-chon
Major General, Director
Defense Mission

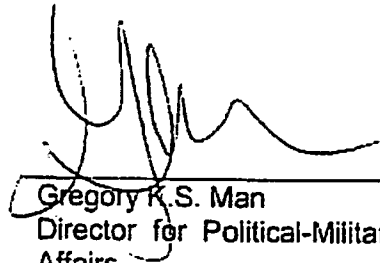Taiwan Economic and Cultural Representative Office in the United States

October 31, 2007

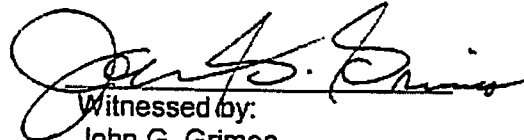At the Pentagon Conference Center

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Gregory K.S. Man
Director for Political-Military Affairs
American Institute in Taiwan

October 31, 2007

Witnessed by:
KO Chen-heng
Vice Minister for Policy
Ministry of National Defense

October 31, 2007

Witnessed by:
John G. Grimes
Assistant Secretary of Defense for Networks and Information Integration
Department of Defense
Chief Information Officer

October 31, 2007