

Security Transparency Consortium Working Group Operating Regulations

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Security Transparency Consortium

Revision history

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2023/09/21	1.0	First edition published

Security Transparency Consortium Working Group Operating Regulations

Chapter 1 General rules

(Objectives)

Article 1 Objectives of this regulation is to establish the necessary matters regarding the operation of working group of the "Security Transparency Consortium (hereinafter referred to as the "Consortium")".

Chapter 2 Working Group

(Establishment and dissolution of working group)

Article 2 The Consortium shall establish working group as an organization to carry out the activities stipulated in Article 3 of the Consortium Regulations.

2 If a new working group is to be established, it may be established by resolution of the steering committee.

3 If an existing working group is to be dissolved, it may be dissolved by a resolution of the steering committee.

4 After working group is established, working group will establish an activity policy, etc. in order to smoothly promote its activities.

5 A team may be established as a subordinate organization of working group at the discretion of the chairperson. Additionally, the team that has been set up can be disbanded at the discretion of the chief judge.

(Composition)

Article 3 Working group shall consist of members and observers.

2 All members belong to working group. Allows membership in multiple working groups.

3 Working group will select one chief examiner and at least one deputy chief examiner from among its members, and will receive approval from the steering committee.

(Cost burden)

Article 4 Expenses incurred by members belonging to working group in the activities of each working group shall be borne by the member.

(Duties of working group chief examiner and deputy chief examiner)

Article 5 The chief examiner shall supervise the activities of working group and promote necessary activities based on other regulations related to the Consortium and the working group's activity policy.

2 The deputy chief examiner shall assist the chief examiner and act in his/her place in the absence of the chief examiner.

3 The chief examiner prepares a list of members belonging to the relevant working group and reports it to the steering committee.

4 The term of office of the chief examiner and deputy chief examiner is one year. However, they may be reappointed.

5 The chief examiner will also serve as the document management manager for the relevant working group.

6 The chief examiner will report on the status of working group activities contents to the steering committee.

7 The chief examiner will allocate work to the members of the working group in accordance with the working group's activity policy.

8 The chief examiner will monitor activities contents of the members belonging to the working group, and will report to the steering committee any members who have no activity record.

(Member's rights belonging to working group)

Article 6 Members belonging to a working group may participate in activities of that working group.

2 Members belonging to a working group can receive information regarding activities within that working group.

3 Members belonging to a working group may participate in that working group, express their opinions, and participate in deliberations and resolutions.

4 Members belonging to a working group may withdraw from that working group.

(Working group activities)

Article 7 The main activities of working group are as follows.

(i) Formulation of the activity policy of that working group.

(ii) Investigation in line with Consortium activities.

(iii) Documentation of survey results (standard documents, operational procedures, guidelines, data collections, etc.).

(iv) Deliberation and resolution regarding the validity of the content of the prepared document and whether or not it should be issued.

(v) Others.

(Holding of working group)

Article 8 Working group will be held at the request of any member of that working group (including the chief examiner).

2 If the chief judge deems it necessary, he or she may invite observers to participate and listen to explanations or opinions.

3 The chairperson may request secretariat staff to participate in working group as necessary.

(Quorum)

Article 9 The holding of a meeting does not depend on the attendance of members belonging to the relevant working group.

2 If a resolution is taken by working group pursuant to Article 7(iv), members of that working group requires the attendance of a majority of the members.

3 Observers under Article 8, Paragraph 2 may express their opinions and participate in deliberations. Regarding voting rights, please refer to Article 5, Paragraph 5 of the Consortium Regulations.

4 The secretariat staff under Article 8, Paragraph 3 may express their opinions and participate in deliberations. Regarding voting rights, please refer to Article 12, Paragraph 3 of the Consortium Regulations.

(Method of resolution)

Article 10 Resolutions on matters to be discussed shall be approved by a majority of the members present.

2 In case of a tie, the chief examiner judge will decide.

(Minutes)

Article 11 Minutes recording the results of deliberations will be prepared and approved by the chief examiner.

2 The chief examiner will keep the minutes as the document management manager.

Chapter 3 Supplementary Provisions

(Enforcement)

Article 12 This regulation will come into effect from September 21, 2023, the date of establishment of the Consortium.

(Revised/Abolished)

Article 13 Revised or abolished of this regulation shall be made by resolution of the steering committee.