

## **PROCEDURAL GUIDELINES OF THE ASEAN-CHINA JOINT SCIENCE AND TECHNOLOGY COMMITTEE (JSTC)**

### **Article 1 Terminology**

1. The State Science and Technology Commission, hereinafter called "SSTC" of China.
2. The ASEAN Committee on Science and Technology, hereinafter called "ASEAN COST".
3. The ASEAN-China Joint Science and Technology Committee, hereinafter called "JSTC".

### **Article 2 Function**

The JSTC shall enhance and advance ASEAN-China relations in the areas of science and technology (S&T). It shall be responsible for dealing with all aspects of ASEAN-China cooperation on S&T. It shall consider and approve proposals for the development of cooperation activities in scientific and technological areas.

### **Article 3 Intersession Period**

In the period between subsequent meetings of the JSTC, new project proposals can be submitted, evaluated and approved for implementation through correspondence.

### **Article 4 Procedure for Submission of Project Proposals**

All project proposals shall be officially submitted according to a standard format to the JSTC through the agreed focal points of both sides, namely the SSTC and the ASEAN COST, for approval.

## **Article 5**

### **Size of Delegation**

The size and composition of delegations to the JSTC meetings shall be decided upon by the respective focal points.

## **Article 6**

### **Meetings**

1. The JSTC shall meet normally every two years, alternately in China and ASEAN, unless mutually agreed upon. The JSTC meetings shall be co-chaired.
2. Both the SSTC of China and the ASEAN-COST shall appoint a coordinator from each side who will consult in between JSTC Meetings to facilitate the implementation of cooperative activities.
3. The local costs for organizing the meetings of the JSTC shall be borne by the concerned host. However, all other expenses related to participation in JSTC meetings, such as international travel, per diems, etc., of delegates, shall be borne by the respective countries concerned.

## **Article 7**

### **Agenda and Record of Discussions**

1. The Provisional Agenda for the JSTC meetings shall be drawn up in consultation between the two sides.
2. The JSTC Meetings shall have an agreed Agenda and an agreed Record of Discussion.
3. The JSTC's decision shall be on the basis of consensus.

## **Article 8**


### **Working Groups**

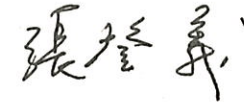
1. The JSTC may establish working groups for specific projects as and when appropriate.
2. The JSTC shall define their terms of reference.

**Article 9  
Amendment**

The JSTC may make amendments to the Procedural Guidelines as it deems appropriate.

**Signed by:**


  
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**ZHANG DENGYI**  
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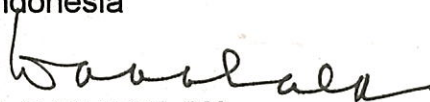
**Witnessed by:**

  
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OTHMAN BIN HAJI YAAKUB**  
National COST Chairman  
Brunei Darussalam

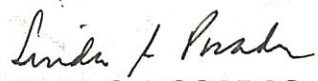
  
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