

**TERMS OF REFERENCE (TOR) OF  
ASEAN REGIONAL FORUM (ARF) OPEN ENDED STUDY GROUP ON  
CONFIDENCE BUILDING MEASURES (CBMs) TO REDUCE THE RISK OF  
CONFLICT STEMMING FROM THE USE OF  
INFORMATION AND COMMUNICATION TECHNOLOGIES (ICTs)**

**1. Background**

The Open Ended Study Group on Confidence Building Measures to reduce the risk of conflict stemming from the use of information and communication technologies (Study Group) was established pursuant to the approval by the 24<sup>th</sup> ARF Ministerial Meeting, on 7 August 2017 in Manila, the Philippines and as in accordance to the ARF Work Plan on Security of and in the Use of Information and Communication Technologies (ARF Work Plan).

**2. Mandate**

The mandate given to the Study Group, which is currently the only expert level body subordinate to the ARF ISM on ICTs Security, is to:

- (a) develop specific proposals on confidence building measures as well as proposals to address the whole range of issues relating to security of and in the use of ICTs to be submitted to the ASEAN Regional Forum Inter-Sessional Meeting on Security of and in the Use of Information and Communications Technologies (ARF ISM on ICTs Security).
- (b) submit consensus reports recommending confidence building measures, drawing on previous ARF discussions, and taking into account relevant work in other regional and international forums and the suggested activities set out in the ARF Work Plan.
- (c) develop processes and procedures for sharing of information between ARF contact points on preventing ICT crises; criminal and terrorist use of ICTs; as well as the establishment of a contacts database (without duplicating existing CERT networks).

### 3. Guiding Principles

- (a) The Study Group should adhere to existing ARF principles, including moving at a pace comfortable to all ARF Participants and on a voluntary basis for all the decisions. For this purpose, all proposals should be based on the consensus of the ARF Participants.
- (b) The Study Group will not duplicate, contradict or substitute the work in other regional and international fora.

### 4. Rules of Procedure

- (a) Meetings:

Meetings should be held not less than twice a year (one of the meetings may be held on the margins of the ARF ISM on ICTs Security), and co-chaired by at least one ASEAN and one non-ASEAN ARF Participants.

- (b) Participants:

Each ARF Participant should be represented by experts or officials responsible for ICTs Security as nominated by their respective governments.

- (c) Administrative Arrangements:

Notification of the next meeting, including information on meeting date and venue, should be circulated not less than four (4) weeks before the date of the meeting, if not already decided at the end of the last Study Group meeting.

- (d) Circulation of the Agenda:

The provisional agenda for a meeting should be distributed by its Co-chairs through the ASEAN Secretariat among the ARF Participants not less than six (6) weeks before the meeting. The ARF Participants are encouraged to make any proposals on the draft agenda within two (2) weeks after receiving it. The Co-chairs should consolidate all proposals and distribute the final agenda through the ASEAN Secretariat among ARF Participants, not less than three (3)

weeks before the meeting.

(e) Dissemination of Materials:

Proponents of any proposal included into agenda should disseminate all relevant materials to all ARF Participants through ASEAN Secretariat for their consideration at least four (4) weeks before a Study Group meeting.

(f) Outcomes:

The Study Group should present its findings and recommendations to the ARF ISM on ICTs Security, which will in turn report to ARF Senior Officials Meeting (SOM), through the ARF Inter-Sessional Support Group (ISG) on Confidence Building Measures (CBMs) and Preventive Diplomacy (PD), and to the ARF Ministerial Meeting during the effective inter-sessional year.

[End]