



Terms of Reference for the ICRI East Asia Regional Workshop Ad Hoc Committee

1. The following tasks are to be done by the ICRI East Asia Regional Workshop Ad Hoc Committee as preparation, organization, and follow-ups for the workshop in 2008, and preparation for the workshop in 2009:
 - a. Further develop workshop agenda and other relevant materials, and post on ICRIForum;
 - b. Prepare and organize the preparatory meeting by the workshop organizers, co-chairs and facilitators (tentative time/location: September 2008, Tokyo);
 - c. Provide necessary arrangements and supports to expected participants (e.g., invitation letter, travel, visa, etc.);
 - d. Organize the workshop;
 - e. Draft workshop summary and circulate to participants;
 - f. Post finalized workshop summary on ICRIForum;
 - g. Develop plans for the 2009 workshop; and
 - h. Any other matters what the Ad Hoc Committee regards deemed necessary.
2. The activity of the Ad Hoc Committee based on this TOR will be reported to the next ICRI General Meeting, These instruments would be required to be discussed and adopted.
3. Ad Hoc Committee members: existing Ad Hoc Committee members and other interested and relevant countries and organizations.