

**The Development of a Steering Committee and Working Groups  
Between The Department of Natural Resources of Canada and  
The Ministry of Land and Resources of The People's Republic Of China**

**TERMS OF REFERENCE**

**Background**

On January 20, 2005, a Memorandum of Understanding (hereinafter "MOU") concerning Cooperation in Earth Sciences and in Minerals and Metals was signed between the Ministry of Land and Resources, People's Republic of China (hereinafter "MLR") and the Department of Natural Resources, Canada (hereinafter "NRCan"), hereinafter jointly referred to as the "Participants". The signing of the MOU took place in Beijing and the signatories were the Minister of International Trade Canada, on behalf of NRCan, and the Minister of Land and Resources of China.

Pursuant to section 7 of the MOU, the Participants are to create a Steering Committee co— chaired by senior officials from each Participant, which will be responsible for identifying the cooperative activities and details of implementation.

**Steering Committee Members**

For NRCan:

Assistant Deputy Minister, Earth Sciences Sector, Natural Resources Canada

Assistant Deputy Minister, Minerals and Metals Sector, Natural Resources Can-

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For MLR:

Vice Minister, Ministry of Land and Resources  
Director General, China Geological Survey, Ministry of Land and Resources

### **Creation of Working Groups**

To assist them in their tasks, the Steering Committee members are creating two Working Groups to address areas of cooperation prescribed by the MOU. The first group will be called "the Canada — China Working Group on Earth Sciences". The second group will be called "the Canada — China Working Group on Minerals and Metals".

### **Objectives and Scope**

In the respective area of expertise, the Working Groups will be responsible for assisting in conducting the activities outlined in section 7 of the MOU on behalf of the Steering Committee members. These activities are:

- a) Discuss cooperation in areas falling within the MOU, and conduct ongoing dialogue and exchange information related to this MOU;
- b) Propose specific activities for cooperation within the terms of this MOU and Annexes;
- c) Initiate, review and recommend Annexes to this MOU;
- d) Monitor progress towards the objectives of the general thrust for cooperation as well as specific activities; and
- e) Recommend new thrusts for cooperation in areas of mutual interest.

### **Working Group Memberships**

Canada — China Working Group on Earth Sciences

The Canada—China Working Group on Earth Sciences will be co—chaired by the Director General of the Geological Survey of Canada and the Director of the Department of Science and Technology & International Cooperation of the China Geological Survey

The Working Group co—chairs will involve selected individuals from their organizations, and (as mutually agreed upon) include stakeholders from academia and industry as required.

#### Canada—China Working Group on Minerals and Metals

The Canada—China Working Group on Minerals and Metals will be co—chaired by the Director General of the Economic, Financial and Social Analysis Branch of the Minerals and Metals Sector, Natural Resources Canada and the Counsel of the Department of International Cooperation, Science and Technology, Ministry of Land and Resources of China

The Working Group co—chairs will involve selected individuals from their organizations, and (as mutually agreed upon) include stakeholders from academia and industry as required.

#### **Expectations**

The Working Groups are expected to meet once a year, subject to mutual agreement of the respective Working Group co—chairs, with the meeting location alternating between the two countries. The duration of the meetings may range from one—half a day to two days. There will be some preparation required for meetings, and it is expected that Working Group members will use e—mail or fax to communicate. If the Participants are not in position to meet physically within a reasonable amount of time, they are encouraged to use alternative meeting arrangements such as teleconference and video conference.

### Joint Meetings of the Working Groups

Recognizing that cooperative activities may not fall clearly under one or the other Working Group and potentially overlap, the Working Group chairs (subject to mutual agreement) may request to hold a joint meeting of the Working Groups to address these particular issues.

Shortly after Working Group meetings, the co-chairs are expected to report back to the Steering Committee members of their respective organizations. Additional meetings, if required, could be accommodated, subject to mutual agreement.

### Administration

Each Working Group will maintain its own in-country Secretariat which will be responsible for organizing the Working Group meeting in that country including the venue and dissemination of information such as the minutes of the meeting to members and designated stakeholders.

Canada—China Working Group on Earth Sciences

For Canada, the Secretariat will be maintained by the International Division of the Earth Sciences Sector. For China, the Secretariat will be maintained by the Science, Technology, and International Division of the China Geological Survey.

Canada—China Working Group on Minerals and Metals

For Canada, the Secretariat will be maintained by the office of the Director General of the Economic, Financial and Social Analysis Branch. For China, the Secretariat will be maintained by the Department of International Cooperation Science and

Technology.

The two Working Groups Secretariats will also assume the secretariat functions for the Steering Committee members of their respective organizations.

### **Deliverables**

The key deliverables that are expected from the meetings and other discussions of the Working Groups are:

Summary of meetings to be provided by the country hosting the meeting;

Regular updates documenting the progress on specific activities including joint projects undertaken as well as new initiatives in areas of mutual interest for cooperation under the MOU;

Advice on communication strategies and needs; and

Advice on emerging issues.

### **Funding**

No cost incurred by one Participant shall be assumed by the other Participant unless otherwise agreed to in writing. Both Participants agree that any other organization(s) involved in Working Group activities will be responsible for their own expenses incurred.

### **Duration and Amendment**

This Terms of Reference will remain in force until the expiration or termination of the MOU. It may be amended at any time by the mutual written agreement of the Participants.

Signed in Beijing on the 17th day of November, 2005.

Accepted on behalf of NRCan:

Gary Nash

Assistant Deputy Minister  
Minerals and Metals Sector  
Natural Resources Canada

~~Irwin J. Itzkovitch~~

Assistant Deputy Minister  
Earth Sciences Sector  
Natural Resources Canada

Accepted on behalf of MLR:

Wang Min

Vice Minister  
Ministry of Land and Resources

Meng Xianlai

Director General  
China Geological Survey  
Ministry of Land and Resources

# 中华人民共和国国土资源部与加拿大自然资源部 关于成立指导委员会和工作组的补充协议

## 背景

中华人民共和国国土资源部和加拿大自然资源部(以下简称“双方”)于2005年1月20日在北京签署了地球科学和矿产资源领域合作的谅解备忘录(以下简称“备忘录”)。中华人民共和国国土资源部副部长和加拿大国际贸易部部长(代表加拿大自然资源部)分别在文本上签字。

依照备忘录第七部分,双方将成立由双方高级官员共同领导的指导委员会,负责确认合作活动和执行中的具体细节。

## 指导委员会成员

中华人民共和国国土资源部:

国土资源部副部长

中国地质调查局局长

加拿大自然资源部:

加拿大自然资源部助理副部长(主管地球科学)

加拿大自然资源部助理副部长(主管矿产资源)

## 工作组的组建

为了协助工作,指导委员会正在组建两个工作组,致力于备忘录所规定的合作领域。第一个工作组为“中加地球科学工作组”。第二个工作组为“中加矿产资源工作组”。

## 目标和领域

在各自的专业领域,工作组将代表指导委员会,负责协助开展备忘录第七部分所列活动。这些活动包括:

- 1) 就备忘录涉及的合作领域进行讨论,并就与备忘录有关的事项开展日常对话,互换相关信息;
- 2) 提出符合备忘录及其附件规定的特别合作活动建议;
- 3) 起草、审查或建议签订本备忘录的附件;
- 4) 监督合作项目和特别合作活动的进展方向;
- 5) 就双方共同关心的领域,提出新的合作动议。

## 工作组成员单位

中加地球科学工作组

中加地球科学工作组的联合主席将由中国地质调查局科技外事部主任和加拿大地质调查局局长共同担任;

工作组联合主席团成员将包括从各自部门挑选的人员,以及双方同意的来自学术界和产业界的相关人士。

中加矿产资源工作组

中加矿产资源工作组的联合主席将由中国国土资源部国际合作与科技司巡视员和加拿大自然资源部矿产和金属领域的经济、金融和社会分析司司长共同担任;

工作组联合主席团成员将包括从各自部门挑选的人员,以及双方同意的来自学术界和产业界的相关人士。

## 期望

经工作组联合主席各方同意,工作组每年举行一次会议,会议在两国轮流举办,为期一天半到两天。工作组成员将通过电子邮件或传真联络会议的筹备工作。如果双方在一个合理的期限内无



法直接会面，则可以安排其他的会议方式，如电话会议和电视会议。

### **两个工作组的联合会议**

鉴于合作活动可能不一定明确归属某一个工作组负责，甚至可能出现交叉，经双方同意，工作组主席可以要求两个工作组举行联合会议，以解决这些特殊问题。

工作组会议结束后，联合主席应及时向各自部门中的指导委员会成员报告情况。如果需要，经双方同意，可以举行补充会议。

### **管理**

每个工作组都将在国内设立一个秘书处，负责在本国召开的工作组会议的组织工作，包括会议地点和信息发布，如向成员和其他相关人员分发会议纪要。

#### **中加地球科学工作组**

中方秘书处将由中国地质调查局科技外事部负责。加方秘书处将由加拿大自然资源部地球科学主管部门的国际处负责。

#### **中加矿产资源工作组**

中方秘书处将由国土资源部国际合作与科技司负责。加方秘书处将由自然资源部经济、金融和社会分析司办公室负责。

以上两个工作组秘书处也将作为各自指导委员会成员的秘书处，承担相应职责。

### **交付成果**

工作组会议和其他讨论应交付的重要成果包括：

会议主办国提供的会议总结；

定期发布最新信息，记录具体活动的进展情况，包括承担的联合项目以及备忘录规定范围内双方共同关心的领域中新的合作动

议；

针对交流策略和需要的建议；

针对新问题的建议

**经费安排**

未经对方书面同意，一方产生的任何费用不应由对方承担。  
双方同意，参与工作组活动的其他组织负责自己的费用。

**期限和修改**

本协议在备忘录到期或终止前有效。经双方书面同意，本协议可随时修改。

本协议于2005年11月17日在北京签署。

中华人民共和国国土资源部  
代表

加拿大自然资源部矿产领域  
代表

中国地质调查局  
代表

加拿大自然资源部地质领域  
代表