

INTERNATIONAL SPACE LIFE SCIENCES WORKING GROUP (ISLSWG)

CHARTER

**Established March 15, 1990; revised October 20, 2004 and September 29, 2005;
amended October 28, 2010; revised October 21, 2015**

1.0 Background

During the 1980's, each of the member agencies with an interest in and commitment to the space life sciences has pursued vigorous international cooperative programs and projects on a bilateral or multilateral basis. By 1989, the various space life sciences programs within these agencies reached a level of maturity which justified coordinated strategic planning to cope effectively with future multilateral research programs and implementation issues, leading to the idea of an international working group.

2.0 Purpose of the Charter

The purpose of this Charter is to establish the International Space Life Sciences Working Group (originally named International Space Life Sciences Strategic Planning Working Group, hereinafter called the Working Group), to define its mission and set up its rules.

3.0 Working Group Mission

The mission of the Working Group is to achieve coordinated strategic planning and implementation for space life sciences activities. To reach this goal a Strategic Plan is established, regularly updated and implemented.

4.0 Strategic Plan

The resultant Strategic Plan will contain a common set of goals and objectives derived from the current plans of each of the participating agencies. This plan will include both current and future activities in the space life sciences and will provide a framework that facilitates the identification of opportunities for coordination and cooperation utilizing the full range of space carriers and platforms.

5.0 Other Activities

The Working Group may coordinate, by consensus of all participating agencies, other multilateral activities related to the Strategic Plan. These activities may require the formation of implementation teams with a membership determined by the agencies actually involved in the specific programs or projects requiring multilateral coordination.

6.0 Scope of the Charter

This Charter is applicable to those agencies which agree to participate in this Working Group by signature, contribute to the development of the Strategic Plan and/or its regular update, and seek the implementation of the cooperative programs defined in this plan. This Charter is limited to those programs agreed upon and described in the Strategic Plan, and does not supersede any existing bilateral or multilateral agreements and/or ongoing projects of any participating agency.

7.0 Working Group Membership

Each agency participating in this Working Group will officially designate in writing up to two representatives to serve on this Working Group. The member agencies as of the effective date of this Charter in its revised form are the National Aeronautics and Space Administration (NASA), the European Space Agency (ESA), and the national space agencies of Canada, France, Germany, Italy, Japan, and the Ukraine. Changes in individual representation shall be effected by written notification from an authorized official of the Charter agency to the Working Group co-chairpersons.

Upon request, other governmental agencies with programs in the space life sciences will be considered for membership in this Working Group, as appropriate. Inclusion of new member agencies shall be effected by amendment of this Charter.

8.0 Working Group Chairpersons and Executive Secretary

The Working Group will have two co-chairpersons. One co-chairperson will be from NASA and the other rotated through the remainder of the membership on a schedule agreed to by the representatives on the Working Group. An Executive Secretary will be chosen annually by the Working Group. The Co-chairpersons are responsible for developing the agenda for each Working Group meeting, with the assistance of the Executive Secretary. The Executive Secretary is responsible for the preparation and distribution of the minutes of each meeting, and is supported in this activity by the agency hosting the meeting.

9.0 Meetings

Meetings of the Working Group will in principle be held twice a year, and as determined by the Co-chairpersons. Meetings will be hosted on a rotating basis by each participating agency according to a schedule determined by the representatives on the Working Group.

Regular meeting attendance is strongly encouraged to ensure effective coordination among the Charter agencies. If a Charter agency fails to participate in two consecutive meetings of the full Working Group, the co-chairpersons will consult with that Charter agency regarding the desirability of continued participation in the Working Group.

10.0 Minutes

Minutes will be prepared by the Executive Secretary and distributed to the Working Group members no later than 45 days following each meeting. Each member agency is responsible for assuring that the minutes are reviewed by the appropriate agency personnel, and that additions, deletions, and corrections are returned to the Executive Secretary within 30 days of the receipt of the minutes. Approval of the minutes by the members will take place at the subsequent meeting.

11.0 Agency Coordination

The agency representatives to the Working Group are responsible for making certain that appropriate senior management personnel and relevant advisory committees, if any, from their agency are fully aware of the activities of the Working Group. The agency representatives are responsible for securing the necessary approvals for all such activities according to the rules and procedures of that agency.

12.0 Expenses

Each agency will bear the costs of discharging its respective responsibilities related to the activities of this Working Group without transfer of funds, including travel and subsistence of its own personnel as required to attend meetings.

13.0 Duration and Amendment of Charter

This Charter will become effective upon signature of at least four of the Charter agencies listed in Section 7.0 above. This Charter can be amended by written agreement of each Charter agency. This Charter will continue in effect for five (5) years from this effective date. After this period, the Charter may be renewed by amendment.

14.0 Termination of Participation

An individual representative or Charter agency may terminate their participation in this Working Group with 90 days prior written notification to the co-chairpersons.

INTERNATIONAL SPACE LIFE SCIENCES WORKING GROUP (ISLSWG)
CHARTER SIGNATORIES

For the Agenzia Spaziale Italiana (ASI):


Dr. Jean Sabbagh 22nd OCTOBER 2015
Date


Date

For the European Space Agency (ESA):


Dr. Jason Hatton 21st Oct 2015
Date


Dr. Jennifer Ngo-Anh 21.10.2015
Date

For the Centre National d'Etudes Spatiales (CNES):


Dr. Francois Spiero 21/10/2015
Date


Dr. G. Gauquelin-Koch 22/11/2016
Date

For the Japan Aerospace Exploration Agency (JAXA):


Dr. Hiroshi Oshima Dec 24, 2015
Date
Dr. Satoshi Furukawa


Dr. Masaki Shirakawa Dec. 24, 2015
Date

For the Canadian Space Agency (CSA):


Dr. Nicole Buckley Oct 21, 2015
Date


Mr. Luc Lefebvre 27 Oct 2015
Date

For the National Aeronautics and Space Administration (NASA):


Dr. William Paloski 10/21/2015
Date


Dr. Marshall Porterfield Oct. 21 - 2015
Date

For the Deutsches Zentrum für Luft- und Raumfahrt (DLR):


Dr. Peter Graf Oct. 21 2015
Date


Dr. Markus Braun Oct. 21. 2015
Date

For the State Space Agency of Ukraine (SSAU):

Date

Date