

Industry-Government Collaborative Forum on Lawful Access Issues

Terms of Reference

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Objective:

A collaboration of government and Telecommunications Service Provider (TSP) representatives to discuss various issues related to lawful access and, more broadly, investigative technology related issues that involve TSPs.

Membership:

- Working level officials from Public Safety (PS), CSIS, the RCMP, Industry Canada (IC), the Competition Bureau and the Department of Justice.
- TSP representatives are to have technical knowledge, experience providing lawful access-related assistance to authorities or policy experience with lawful access, as appropriate to the agenda item.
- All members are to be bound by the Non-Disclosure Agreement. Some discussions to occur in person in Ottawa may also require Government of Canada security clearances. Members will be advised of such requirements on a case by case basis by the Forum co-chairs.
- Meetings will not exceed a total of 25 attendees, with industry representation reflecting diversity of perspectives based on different sizes of operations and technologies.
- Other participants (such as vendors of hardware or software related to lawful access) can be invited as required to a specific meeting with the consent of the co-chairs.

Co-chairing:

- The meetings are to be co-chaired by the Director of Investigative Technologies and Telecommunications Policy Division (ITTP) and a similar-level industry representative, to be determined by the TSPs.

Frequency of Meetings:

- Meetings are to take place as required, with reasonable advance notice to participants.
- Meetings are to be held via teleconference or in Ottawa.

Agenda Setting:

- Government and TSP participants can bring forward items for discussion.
- An agenda will be agreed upon by co-chairs prior to each meeting taking place and circulated to Members in advance of the meeting.
- Each meeting will end with an agenda item entitled 'other issues' for any member to raise an issue.

Information Sharing:

- Participants will share, retain and disclose information in a manner consistent with legislation, regulations and Government policies.
- Discussions will be conducted under a non-disclosure agreement (NDA) to be agreed upon by the participants; the NDA will reflect that:
 - Information and discussions of the Forum may be shared by Industry participants within their companies and with other ITAC/CWTA members, on a “need to know” basis to further the work of the Forum.
 - An industry participant may share information on a confidential basis with one or more government or law enforcement agencies if technical or competitive sensitivities make sharing the information with the Forum as a whole impractical.

Secretariat:

- The ITTP division, PS, is to assume the role of Secretariat for the Collaborative Forum.