

Okinawa Institute of Science and Technology School Corporation
Detailed Stipulations for the Contract Review Committee

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Okinawa Institute of Science and Technology School Corporation
Detailed Stipulations for the Contract Review Committee

(November 22, 2011)

Approved by the Vice-President for Finance and Administration

(Purpose and Establishment)

Article 1

The Contract Review Committee (hereinafter referred to as the “Committee”) comprised of outside learned experts shall be established in the Okinawa Institute of Science and Technology School Corporation (hereinafter referred to as the “Corporation”) to further optimize monitoring and assessment in respect to tenders and contracts regarding construction works, manufacturing, purchasing assets and services, etc.

(Duties)

Article 2

The Committee shall investigate and discuss the following items regarding the General Competitive Bidding (including the Comprehensive Evaluation Method) and the Negotiated Contracts.

- (1) Whether the appropriate procedures have been applied to the contracts implemented by the Corporation regarding the General Competitive Bidding, public recruiting and proposal competition, etc.
- (2) Whether the competitiveness and transparency have been ensured in the contracts implemented by the Corporation regarding the General Competitive Bidding, public recruiting and proposal competition, etc.
- (3) Other matters that the Committee considers being necessary.

(Organization)

Article 3

1. The Committee shall consist of a chairperson and not more than five (7) members.
2. The chairperson shall be elected by and from among the members of the Committee.
3. In case, unavoidable circumstances prevent the chairperson to perform his/her duties, a committee member whom the chairperson has appointed beforehand shall perform his/her duties in his/her place.
4. Committee members shall include the individuals appointed by the President from those with excellent knowledge of contract and related expertise.
5. The Auditors may attend the Committee as observers.

(Term)

Article 4

The term of the members shall be two years with the provision that the term of replacement members shall be the remaining term of the predecessor.

(Holding)

Article 5

The Chairperson shall call the meeting at quarterly intervals as required.

(Honorarium, etc.)

Article 6

The Corporation can pay an honorarium and travel expenses for the Committee members as stipulated separately.

(Administration)

Article 7

The secretariat of the Committee shall be established in the Compliance Section in the Corporation.

(Others)

Article 8

Other matters necessary for the operation of the Committee in addition to the above shall be proposed to the Committee from the chairperson and determined in the Committee.

Supplementary Provisions

These Detailed Stipulations shall come into effect from November 22, 2011.