

# BIOMETRIC DATA SHARING REVIEW COMMITTEE

## TERMS OF REFERENCE

### 1. Background

The Regional Support Office (RSO) of the Bali Process on People Smuggling, Trafficking in Persons and Related Transnational Organized Crime has been established by the Bali Process to facilitate the work of the Regional Cooperation Framework (RCF), endorsed by the Fourth Bali Process Regional Ministerial Conference in March 2011. The RSO aims to support and strengthen practical cooperation on refugee protection and international migration, including human trafficking and smuggling, border management, and other components of migration management in the Asia-Pacific region.

At the fifth meeting of Bali Process Ad Hoc Group Senior Officials, participants agreed to take forward the development of practical measures to implement the RCF in line with the Bali Process Steering Group Note on *Operationalisation of the Regional Cooperation Framework in the Asia Pacific Region*. This included developing best practice models on refugee protection and international migration including reception, registration and biometric collection, irregular migration, and migration management including border management as they relate to the Asia-Pacific region.

At the eighth meeting of Bali Process Ad Hoc Group Senior Officials, participants endorsed the Bali Process Strategy for Cooperation: 2014 and Beyond in which members directed the RSO to explore opportunities to expand the outcomes of existing bilateral and multilateral biometric data sharing arrangements.

A *Roundtable on Biometric Data Sharing for Identity Verification* held on 15 and 16 October 2014, aimed to strengthen regional border management capabilities by addressing how biometric data for identity verification can be shared within the Bali Process context.

The objective of the Roundtable was to explore and consider:

- 1) Data sharing arrangements between Bali Process members and the value of sharing biometric data in particular
- 2) Technical challenges to adopting biometric systems
- 3) Biometric standards and capabilities
- 4) Biometric and data sharing policy, differences in legislative provisions between countries, international legal obligations, privacy and data protection.

Participants, in consultation with the RSO, developed directions for regional biometric data sharing arrangements. One of the outcomes of this meeting was the establishment of the *Biometric Data Sharing Review Committee* to oversee the development of a regional biometric data sharing framework through the Bali Process.

## **2. Purpose**

The purpose of the Biometric Data Sharing Review Committee is to

- review the policy and technical aspects of the regional biometric data sharing framework;
- oversee the development of a biometric data sharing capability to be used by Bali Process members; and
- develop recommendations on the framework for endorsement by the Bali Process Member States.

## **Role of the Committee**

The Committee will:

- Consider the role of a regional biometric data sharing framework in the context of existing information sharing frameworks;
- Provide guidance for the development of the framework;
- Assess the policy mechanisms in place to ensure compliance with international obligations and practices, including data protection and privacy provisions;
- Agree on the composition and responsibilities related to the development of the framework and related services;
- Receive and review technical designs and proposals;
- Assess the technical aspects of the framework to ensure effectiveness and security (confidentiality, integrity and availability);
- Consider ongoing management and administration responsibilities;
- Ensure the integrity of any operations and administration associated with the framework;
- Inform the Bali Process Ad Hoc Group regarding the framework and capability development; and
- Develop recommendations on the framework for endorsement by the Bali Process Member States at the Minister's meeting scheduled for the second quarter of 2015.

## **3. Membership**

The Committee will comprise of officials from interested Bali Process member states with expertise in policy and technical development of identity establishment and verification for immigration systems.

The Committee will be co-chaired by officials from Australia and IOM.

With the administrative support of the RSO, the co-chairs will:

- Determine meeting dates and locations;
- Identify meeting objectives, prepare agendas, arrange speakers, and identify issues for consideration by the Committee;
- Inform Committee members of key developments;
- Take forward actions arising from meetings of the Committee; and
- Report on meetings and activities of the Committee through Bali Process mechanisms (as outlined below).

#### **4. Meetings**

Meetings of the Committee will occur at least three times before the Ministerial meeting scheduled for the second quarter of 2015. Further or ad-hoc meetings can be held, if needed.

Meetings of the Committee may be held back to back with workshops on biometrics or identity verification, Ad Hoc Group Senior Officials Meeting or other Bali Process forums at the same location. Otherwise, meetings of the Committee will be held at a time and location to be determined by the co-chairs.

Meetings of the Committee will be arranged by the Committee co-chairs and supported administratively by the RSO in consultation with the Ad Hoc Group and/or Bali Process Co-Managers.

The Committee co-chairs will report on the progress of the project at:

- First Review Committee Meeting – 1 December 2014
- Second Review Committee Meeting – 5-6 February 2015
- AHG consultation workshop and third Review Committee Meeting – 23-25 March 2015
- Final Review Committee Meeting – 7-8 April 2015

#### **5. Administration and reporting**

The RSO project officers, on behalf of the Committee, will write to the Bali Process Co-Managers on the status of the project and the next steps to be taken. The reports from the Committee may be made available through public statements, updates or the Bali Process website.

The Committee will report on its recommendations on the framework to the Ministerial meeting scheduled for the second quarter of 2015.

#### **6. Budget**

The Committee co-chairs will determine arrangements for funding the Committee meetings.