

CHAPTER 23

INSTITUTIONAL PROVISIONS

ARTICLE 23.1

Joint Committee

1. The Parties hereby establish a Joint Committee comprising representatives of the Parties.
2. The Joint Committee shall hold its first meeting within one year of the date of entry into force of this Agreement. Thereafter, the Joint Committee shall, unless otherwise agreed by the representatives of the Parties, meet once a year, or in urgent cases on request of either Party. The Joint Committee may meet in person or by other means, as agreed by the representatives of the Parties.
3. The meetings of the Joint Committee shall take place in the United Kingdom or Japan alternately, unless otherwise agreed by the representatives of the Parties. The Joint Committee shall be co-chaired by the representatives of the Parties at a ministerial level responsible for matters under this Agreement, or their respective delegates.
4. In order to ensure that this Agreement operates properly and effectively, the Joint Committee shall:
 - (a) review and monitor the implementation and operation of this Agreement and, if necessary, make appropriate recommendations to the Parties;
 - (b) supervise and coordinate, as appropriate, the work of all specialised committees, working groups and other bodies established under this Agreement, and recommend to them any necessary action;

- (c) without prejudice to Chapter 22, seek to solve problems that may arise under this Agreement or resolve disputes that may arise regarding the interpretation or application of this Agreement;
 - (d) consider any other matter of interest under this Agreement as the representatives of the Parties may agree;
 - (e) adopt at its first meeting its rules of procedure; and
 - (f) adopt at its first meeting the Rules of Procedure of a Panel and the Code of Conduct for Arbitrators as referred to in Article 22.30, as well as the Mediation Procedure as referred to in paragraph 2 of Article 22.6.
5. In order to ensure that this Agreement operates properly and effectively, the Joint Committee may:
- (a) establish or dissolve specialised committees, working groups or other bodies, other than those referred to in Articles 23.3 and 23.4, and determine their composition, function and tasks;
 - (b) allocate responsibilities to specialised committees, working groups or other bodies;
 - (c) provide information on issues falling within the scope of this Agreement to the public;
 - (d) recommend to the Parties any amendments to this Agreement or adopt decisions to amend this Agreement in instances specifically provided for in paragraph 4 of Article 24.2;
 - (e) adopt interpretations of the provisions of this Agreement, which shall be binding on the Parties and all specialised committees, working groups and other bodies set up under this Agreement, including panels established under Chapter 22; and
 - (f) take any other action in the exercise of its functions as the Parties may agree.

ARTICLE 23.2

Decisions and recommendations of the Joint Committee

1. The Joint Committee may take decisions where provided for in this Agreement. The decisions taken shall be binding on the Parties. Each Party shall take the measures necessary to implement the decisions taken.
2. The Joint Committee may make recommendations relevant for the implementation and operation of this Agreement.
3. All decisions and recommendations of the Joint Committee shall be taken by consensus and may be adopted by meeting in person, in writing or by other means.

ARTICLE 23.3

Specialised committees

1. The following specialised committees are hereby established under the auspices of the Joint Committee:
 - (a) the Committee on Trade in Goods;
 - (b) the Committee on Rules of Origin and Customs-Related Matters;
 - (c) the Committee on Sanitary and Phytosanitary Measures;
 - (d) the Committee on Technical Barriers to Trade;
 - (e) the Committee on Trade in Services, Investment Liberalisation and Electronic Commerce;
 - (f) the Committee on Government Procurement;

- (g) the Committee on Intellectual Property;
- (h) the Committee on Trade and Sustainable Development; and
- (i) the Committee on Regulatory Cooperation.

2. The responsibilities and functions of the specialised committees referred to in paragraph 1 are defined, as appropriate, in the relevant Chapters of this Agreement and can be modified by a decision of the Joint Committee but their responsibilities shall remain within the scope of the Chapters for the implementation and operation of which they are responsible.

3. Unless otherwise provided for in this Agreement, the specialised committees shall:

- (a) meet once a year, unless otherwise agreed by the representatives of the Parties to the specialised committees, or on request of a Party or of the Joint Committee;
- (b) be composed of the representatives of the Parties;
- (c) be co-chaired by the representatives of the Parties at an appropriate level;
- (d) hold their meetings in the United Kingdom or Japan alternately, unless otherwise agreed by the representatives of the Parties to the specialised committees, or by any other appropriate means of communication;
- (e) agree on their meeting schedules and set their agenda by consensus; and
- (f) take all decisions and make recommendations by consensus by meeting in person, in writing or by other means.

4. The specialised committees may adopt their rules of procedure. As long as they do not adopt their rules of procedure, the rules of procedure for the Joint Committee apply *mutatis mutandis*.

5. The specialised committees may submit proposals for decisions to be adopted by the Joint Committee or take decisions in accordance with the relevant provisions of this Agreement.

6. On request of a Party or on referral from a relevant specialised committee, the Joint Committee may address matters that have not been resolved by the relevant specialised committee.
7. Each specialised committee shall inform the Joint Committee of the schedules and agenda of its meetings sufficiently in advance and shall report to the Joint Committee on results and conclusions from each of its meetings.
8. The existence of a specialised committee shall not prevent a Party from bringing any matter directly to the Joint Committee.

ARTICLE 23.4

Working groups

1. The Working Group on Wine and the Working Group on Motor Vehicles and Parts are hereby established under the auspices of the Committee on Trade in Goods. The responsibilities and functions of these working groups are defined in Article 2.34 and Article 20 of Annex 2-C.
2. The following working groups are hereby established under the auspices of the Joint Committee:
 - (a) the Working Group on Cooperation in the Field of Agriculture, the responsibilities and functions of which are defined in Article 19.5; and
 - (b) the Working Group on Trade and Women's Economic Empowerment, the responsibilities of which are defined in Article 21.3.
3. The following working groups may be established in accordance with relevant Chapters:
 - (a) *ad hoc* working groups under the auspices of the Committee on Sanitary and Phytosanitary Measures;

- (b) *ad hoc* technical working groups under the auspices of the Committee on Technical Barriers to Trade;
- (c) *ad hoc* working groups under the auspices of the Committee on Regulatory Cooperation; and
- (d) an Animal Welfare Technical Working Group under the auspices of the Joint Committee.

4. Unless otherwise provided for in this Agreement or unless otherwise agreed by the representatives of the Parties to the working groups, the working groups shall:

- (a) meet once a year, or on request of a Party or of the Joint Committee;
- (b) be co-chaired by the representatives of the Parties at an appropriate level;
- (c) hold their meetings alternately in the United Kingdom or Japan, or by any other appropriate means of communication as agreed between the representatives of the Parties to the working groups;
- (d) agree on their meeting schedules and set their agenda by consensus; and
- (e) take all decisions and make recommendations by consensus by meeting in person, in writing or by other means.

5. The working groups may adopt their rules of procedure. As long as they do not adopt their rules of procedure, the rules of procedure of the Joint Committee apply *mutatis mutandis*.

6. Each working group shall inform the relevant specialised committees or the Joint Committee, as appropriate, of the schedules and agenda of its meetings sufficiently in advance and shall report on its activities at each meeting of the relevant specialised committees or the Joint Committee, as appropriate.

7. The existence of a working group shall not prevent a Party from bringing any matter directly to the Joint Committee or the relevant specialised committees.

ARTICLE 23.5

Work of specialised committees, working groups and other bodies

In carrying out their functions, the specialised committees, working groups and other bodies established under this Agreement shall avoid duplication of their work.

ARTICLE 23.6

Contact points

1. Each Party shall, upon the entry into force of this Agreement, designate a contact point for the implementation of this Agreement and notify the other Party of the contact details including information regarding the relevant officials. The Parties shall promptly notify each other of any change of those contact details.
2. The contact points shall:
 - (a) deliver and receive, unless otherwise provided for in this Agreement, all notifications and information to be provided between the Parties pursuant to this Agreement;
 - (b) facilitate any other communications between the Parties on any matter relating to this Agreement; and
 - (c) coordinate preparations for the meetings of the Joint Committee.