

Rule for Administering Project Management Conferences for Cross-ministerial Strategic Innovation Promotion Program (SIP): “Innovative AI Hospital System”

SIP: Innovative AI Hospital System

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October 19, 2018

Partially amended on January 17, 2019

(Purpose)

Sec. 1. This Rule intends to set forth the necessary matters for the administration of the Innovative AI Hospital System (the “AI Hospital”) Project Management Conference (the “Conference”) held for managing the progress of the Cross-ministerial Strategic Innovation Promotion Program (the “SIP”): AI Hospital (where Yusuke Nakamura serves as the program director (the “PD”)).

(Establishment)

Sec. 2. Pursuant to the directions of the PD for the AI Hospital, the Conference and Conference Secretary Office shall be established at the National Institutes of Biomedical Innovation, Health and Nutrition, the control entity (the “Control Entity”).

(Scope of Authority)

Sec. 3. For the purpose of smooth progress of the AI Hospital and the coordination of each participating research institute, the Conference shall be held with respect to the following matters for the purpose of the consultation, coordination, and information sharing between the PD and sub-program directors (the “Sub-PD”) and each research manager:

- (1) All matters for research and development plans and budget coordination
- (2) All matters for assistance to the operation and progress management based on the research and development plan
- (3) All matters for self-assessment
- (4) All matters for exit strategies
- (5) Any other matter necessary for implementing the research

(Organization and Members)

Sec. 4. The Conference shall comprise the following members:

- (1) PD and Sub-PD
- (2) Each research manager and research-related personnel
- (3) Any other party as deemed necessary by the PD

2. If any member as provided in the preceding paragraph is absent from the Conference, a proxy may attend the Conference with the prior approval of the PD.

3. The term of office for any member shall be the term during which the AI Hospital is implemented. Any exchange or change of a member shall require approval of the PD.

4. The Conference shall have observers, which shall comprise the following:

- (1) Cabinet Office Director General for Science, Technology and Innovation Policy
- (2) Personnel from Health Science Division, Minister Secretariat Department, the Ministry of Health, Labor and Welfare
- (3) Any other party as deemed necessary by the PD

5. The observers may attend the Conference and discuss any necessary matter.

(Chairperson)

Sec. 5. The chairperson shall be the PD.

2. The chairperson shall preside over all matters of the Conference.

3. In the event of any unavailability of the chairperson, the Sub-PD shall serve in place therefor.

(Deliberation)

Sec. 6. The chairperson shall convene the Conference.

2. If the chairperson requires an opinion or whatsoever, the chairperson may allow any person other than the members to attend the Conference.

(Open Session)

Sec. 7. Given that the Conference is to discuss any non-public learning, knowledge, conception (idea), technique, or whatsoever with respect to the research and development, no session of the Conference may be publicly open.

(Meeting Minutes)

Sec. 8. No record of the Conference shall be made available to the public unless otherwise excepted. Notwithstanding the foregoing, if the AI Hospital is subject to any assessment by the governing board or whatsoever established in the Council for Science, Technology and Innovation, or otherwise the chairperson has determined it necessary, any record of the Conference in whole or in part may be made available to the outside of the Conference in an appropriate manner.

(Member's Duty of Confidentiality)

Sec. 9. If the agenda for the Conference contains any matter protected as a professional secret, each conference attendee (the "Relevant Party") shall make the indication as such, and all other conference attendees must endeavor to maintain the confidentiality thereof.

2. No Relevant Party may divulge to any other party any contents of the Conference or other secrets made accessible in the course of the term of office in connection with the AI Hospital. All Relevant Parties shall be bound by the same duties even after involvement in the AI Hospital has ceased due to resignation or any other cause.

3. In connection with the provisions under the preceding paragraph, nothing herein shall prevent any accessible secret from being shared between the attendees of the Conference and any party involved in the implementation of the AI Hospital within the research and development project for the purpose of discharging duties, provided that such secret shall be subject to strict information control.

(General Administration)

Sec. 10. All general administration for the Conference shall be processed through the Control Entity.

(Miscellaneous)

Sec. 11. Other than as provided herein, the procedures for the deliberation and any matter necessary for the administration of the Conference shall be separately determined by the chairperson.

Supplementary Provision

This Rule shall take effect on October 19, 2018.

Supplementary Provision (January 17, 2019)

This Rule shall take effect on January 17, 2019.