

Statutes of the Defence Planning Committee

Article 1

Introductory Provisions

- (1) The Defence Planning Committee (hereinafter referred to as the "Committee") is a standing working body of the National Security Council for the coordination of planning measures to ensure the defence of the Czech Republic.
- (2) The Committee was established by Government Resolution No. 391 of 10 June 1998 on the National Security Council and on Planning Measures to Ensure the Security of the Czech Republic.

Article 2

Activities of the Committee

As part of its work, the Committee considers and discusses:

- a) intentions of planning and preparatory activities in the field of ensuring the defence of the Czech Republic, submitted by state bodies, ministries and other administrative authorities,
- b) aggregate requirements of state bodies, ministries and other administrative authorities, applied in the framework of defence planning with emphasis on defence planning,
- c) strategic and conceptual proposals of state bodies, ministries and other administrative authorities in the field of defence planning,
- d) documents on the basis of a resolution of the National Security Council.

Article 3

Composition of the Committee

- (1) The Committee has 21 members.
- (2) The Committee is chaired by the Minister of Defence. The Executive Vice Chairman is a representative of the Ministry of Defence.
- (3) The other members of the Committee are:

- a) representative of the Ministry of Foreign Affairs,
 - b) representative of the Ministry of Interior,
 - c) representative of the Ministry of Finance,
 - d) representative of the Ministry of Industry and Trade,
 - e) representative of the Ministry of Labour and Social Affairs,
 - f) representative of the Ministry of Health,
 - g) representative of the Ministry of the Environment,
 - h) representative of the Ministry of Justice,
 - i) representative of the Ministry of Agriculture,
 - j) representative of the Ministry of Transport,
 - k) Director of the National Office for Cyber and Information Security,
 - l) Director of the National Security Office,
 - m) Chairman of the State Material Reserves Administration,
 - n) representative of the Office of the President of the Republic,
 - o) representative of the Czech National Bank,
 - p) Director of the Secretariat of the National Security Council,
 - q) Chairman of the Council of the Czech Telecommunications Office,
 - r) representative of Military Intelligence,
 - s) representative of the Security Information Service.
- (4) The Executive Vice Chairman of the Committee is appointed and removed by the Minister of Defence. The members of the Committee are appointed and removed by the relevant ministers, the Head of the Office of the President of the Republic, the Governor of the Czech National Bank, the Director of Military Intelligence and the Director of the Security Information Service.
- (5) The representative of the ministry referred to in Article 3, Paragraph 3(a) to (j) is the Deputy or Chief Director of the Section or a person responsible for crisis management and/or national defence planning. Article 3, Paragraph 3(n), (r) and (s) shall apply *mutatis mutandis*.
- (6) In order to ensure permanent representation, the competent ministers, the Director of the National Office for Cyber and Information Security, the Director of the National Security Office, the Chairman of the State Material Reserves Administration, the Head of the Office of the President of the Republic, the Governor of the Czech National Bank, the Director of the Secretariat of the National Security Council, the Chairman of the Council of the Czech Telecommunications Office, the Director of the Military Intelligence Service and the Director of the Security Information Service appoint an alternate of the Committee.
- (7) The alternate of the Committee attends a Committee meeting in the absence of a member of the Committee with all the rights and obligations of a member of the Committee.

- (8) The members and alternates of the Committee may only be persons who, in accordance with the Act on the Protection of Classified Information and Security Eligibility, are holders of a valid certificate of a natural person of the classification level SECRET or higher, have been instructed and are authorised to access classified information of a foreign power of the classification level NATO SECRET or higher.
- (9) In the exceptional case that a member of the Committee or his/her alternate is unable to attend the meeting, another representative of the authority may be delegated to attend the meeting, who must present the authorisation of the relevant member of the Committee and thereafter participates in the meeting with all the rights and obligations of a member of the Committee.
- (10) The names of the members of the Committee and their alternates, and changes to the members of the Committee and their alternates, are notified in writing to the Chairman of the Committee by the relevant ministers, the Director of the National Office for Cyber and Information Security, the Director of the National Security Office, the Chairman of the State Material Reserves Administration, the Head of the Office of the President of the Republic, the Governor of the Czech National Bank, the Director of the Secretariat of the National Security Council, the Chairman of the Council of the Czech Telecommunications Office, the Director of the Military Intelligence Service and the Director of the Security Information Service. Changes are registered and archived by the Committee Secretariat, which keeps the Committee meeting informed.

Article 4 Committee Secretariat

The activities of the Committee are carried out by the Committee Secretariat. The function of the Committee Secretariat is performed by an authorised unit of the Ministry of Defence.

Article 5 External Cooperation

- (1) In order to ensure the maximum degree of coordination and expert assessment of the documents discussed by the Committee, the Chief of the General Staff of the Czech Armed Forces and the Security Director of the Ministry of Defence regularly attend the Committee meetings.
- (2) The Committee may invite representatives of state bodies, ministries and other administrative authorities who are not the members of the Committee, or other experts, as appropriate, to its meetings. The decision to invite such persons is made by the Chairman of the Committee.
- (3) External collaborators do not have the right to vote.

Article 6

Rights and Obligations of the Members of the Committee

- (1) The Chairman of the Committee has all the rights of a member of the Committee and has the right to:
 - a) call a Committee meeting at a regular or extraordinary time,
 - b) monitor the implementation of the Committee's resolutions.

- (2) A member of the Committee has, in particular, the right to:
 - a) request from state bodies, ministries and other administrative authorities the necessary supporting documents or data related to the issue presented, consult and discuss the content of the documents with the relevant officials,
 - b) ask questions to other members of the Committee, temporary inter-ministerial working groups and any person invited to a Committee meeting,
 - c) make suggestions for the refinement or modification of the documents submitted,
 - d) request that a Committee meeting be convened or that the agenda be supplemented to discuss urgent matters or oral information,
 - e) if he/she is unable to attend the Committee meeting for serious reasons, communicate his/her comments on the documents under discussion to the Chairman of the Committee or communicate them at the Committee meeting through an authorised officer of his/her office. The principles of representation are governed by Article 3 of these Statutes.

- (3) In particular, the Chairman of the Committee and a member of the Committee shall:
 - a) abide by the resolutions of the Committee,
 - b) attend meetings of the Committee in person. In the event that they are unable to attend for serious reasons, they may be represented by an authorised person in accordance with Article 3 of these Statutes,
 - c) study and examine, within their competence, the documents submitted at the Committee meeting, comment on the documents discussed and give its opinion on them as appropriate.

- (4) In particular, a member of the Committee is obliged to inform his/her supervisor of the conclusions of the Committee meeting.

Article 7

Temporary Inter-Ministerial Working Groups

- (1) The Committee may set up temporary inter-ministerial working groups and appoint their heads from among its members, representatives of the relevant state bodies, ministries and other administrative authorities and invited experts to discuss substantive issues.

- (2) The heads of the temporary inter-ministerial working groups chair their meetings and submit the documents prepared by the temporary inter-ministerial working group for consideration at the Committee meeting.

Article 8

Rules of Procedure

- (1) The meetings of the Committee, the manner of preparation and submission of documents are governed by the Rules of Procedure of the Committee. The Rules of Procedure of the Committee, amendments and additions thereto are approved by the National Security Council.
- (2) The meetings of temporary inter-ministerial working groups are governed by the rules of procedure of these bodies or by the Rules of Procedure of the Committee.

Article 9

Final Provisions

- (1) Amendments and additions to these Statutes are approved by the Government.
- (2) These Statutes are available to the public on the website of the Office of the Government and at the seat of the Office of the Government. The full wording of the Statutes is published on the website.
- (3) These Statutes take effect on the date of approval by the Government.