

**Terms of Reference**  
**Informal Working Group on ITS (IWG on ITS)**

**Background**

1. Intelligent Transport Systems (ITS) are generally understood as systems in which information and communication technologies are applied in the field of road transport, including infrastructure, vehicles and users, and in traffic management and mobility management, as well as for interfaces with other modes of transport.<sup>1</sup>
2. In 2002, WP.29 established an Informal Working Group on ITS to consider these technologies and systems in terms of motor-vehicle performance.
3. During 2002-2013, the ITS informal group focused on the driver-assistance technologies entering the market and human-machine interaction issues, resulting in guidelines for high-priority/safety-critical warnings and on Advanced Driver Assistance Systems (ADAS).
4. As these technologies and systems advanced, the informal group shifted its attention towards automated driving systems (ADS). During 2014-2018, the ITS/Automated Driving (ITS/AD) informal group considered the intersection of automated driving and traffic rules, developed definitions for automated driving terms and concepts, and proposed recommendations along with draft regulatory texts to address cybersecurity and software integrity.
5. In light of rapid advances in automated driving technologies, WP.29 decided in 2018 to convert its subsidiary Working Party on Brakes and Running Gear (GRRF) into a subsidiary Working Party of Automated/Autonomous and Connected Vehicles (GRVA). This anticipated the transformative effect automation is expected to have on the basic vehicle controls of braking & steering, and related systems, and the changing role of the driver.

---

<sup>1</sup> Reference <http://www.unece.org/trans/themes/transtheme-its/background.html>

6. As a result, GRVA assumed responsibility for the Automated Driving activities formerly overseen by the ITS/AD informal group.
7. Nonetheless, as noted above, Intelligent Transport Systems extend beyond the scope of WP.29's focus on the regulation of vehicles to intersect with traffic rules, road infrastructure, and communications technologies.
8. Recognizing these important interrelationships, WP.1 and WP.29 have embarked upon closer collaboration and joint activities, and WP.29 discussions have noted external activities relevant to its efforts.
9. Therefore, pursuant to WP.29 discussions, this document proposes a third phase of work under the ITS informal working group to facilitate WP.29 outreach to other UNECE groups and external organizations so as to ensure WP.29 awareness of developments relevant to its role in the regulation of motor-vehicle performance, and to ensure those other organizations and institutions are aware of WP.29, its role and responsibilities in this important area.

### **Terms of Reference**

10. The ITS informal working group shall:
  - a. Exchange information on developments on intelligent transport systems pertinent to, but distinct from, the regulation of motor-vehicle performance;
  - b. Monitor and report to WP.29 on external developments and activities regarding traffic laws, intelligent and connected transportation systems (including intermodal transport), telecommunications, infrastructure planning, Mobility as a Service (MaaS) and similar fields adjacent to the deployment of vehicles equipped with Automated Driving Systems;
  - c. Provide guidance to WP.29 on activities, outreach and collaboration with other UNECE bodies and international organizations such as, for example, the Inland Transport Committee, the Global Forum for Road Traffic Safety (WP1), the International Telecommunication Union (ITU) and the International Road Federation (IRF) on ITS related issues relevant to vehicle automation, including how to represent the Working Party's participation in

events, and ITS related external relations;

- d. Propose to WP.29 wider outreach and collaborative initiatives, and prepare a base/common communications package on ITS related issues (e.g. slides and fact sheets) to be used at external facing events; and
- e. Prepare recommendations for WP.29 consideration to support and inform decision-making across WP.29 and its subsidiary bodies on ITS related issues.

### **Rules of Procedure**

11. Following the Rules of Procedure of WP.29. Chapter 1, Rule 1, the IWG is open to all experts from any country or organization of WP.29 and its subsidiary bodies.
12. Three Co-Chairs (Japan, United Kingdom and the United States of America) will manage the IWG. A Secretary will be appointed.
13. The working language of the IWG will be English.
14. All documents and/or proposals shall be submitted to the Co-Chairs of the Group in a suitable electronic format, preferably in line with the UNECE guidelines, in advance of the meetings. The Group may refuse to discuss any item or proposal which has not been circulated five working days in advance of the scheduled meetings.
15. The IWG shall meet at least once a year in conjunction with the WP.29 sessions, presuming the availability of meeting rooms. Additional meetings will be organised on demand.
16. An agenda and related documents will be circulated to all members of the informal working group in advance of all scheduled meetings.
17. The work process and programme will be developed by consensus. Where consensus cannot be reached, the Co-Chairs of the informal group shall present the different points of view to WP.29. The Co-Chairs may seek guidance from WP.29 as appropriate.
18. The co-chairs or secretary shall prepare minutes or a summary of each meeting

within 15 working days of the meeting.

19. The co-chairs of the informal group will report on recent, current, and anticipated activities during each WP.29 session.
20. All documents shall be distributed in digital format. The UNECE website shall be used for this purpose.

-----