



Activity 02 - Information Technology Support Terms of Reference

1. Background and Goals

The "Information Technology Support" activity was approved by the 11th Governing Board on December 7, 2000.

The main objective of the activity is to develop, maintain, and expand information technology capabilities of the STCU.

2. Funding

These funds are allocated by the Funding Parties as part of Supplemental Budgets. The expenditures are charged against the Budget item "Information Technology Support".

3. Legal Framework

In those cases, when the work to be done by a contractor and its costs are determined, the Chief Administrative Officer shall prepare contracts for all services and equipment required.

The procedure of internal concurrence is similar to the procedure for Project Agreement Execution.

4. Program Management and Procedures

The Information Technology Support activity is implemented in accordance with an annual plan approved by the Governing Board.

5. Financial Management

The management of the accounts is performed according to the STCU Standard Operating Procedure - Supplemental Budgets (STCU Document SOP-XIV, 15/09/2000).