



Department of Defense INSTRUCTION

NUMBER 3100.08

August 7, 2012

Incorporating Change 2, October 15, 2018

USD(R&E)

SUBJECT: The Technical Cooperation Program (TTCP)

References: See Enclosure 1

1. **PURPOSE.** In accordance with the authority in DoD Directive (DoDD) 5134.01 (Reference (a)), this Instruction reissues DoD Instruction (DoDI) 3100.8 (Reference (b)) to establish policy, assign responsibilities, and prescribe procedures for the organization, membership, functions, and responsibilities of TTCP.

2. **APPLICABILITY.** This Instruction applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (hereinafter referred to collectively as the “DoD Components”).

3. **DEFINITIONS.** See Glossary.

4. **POLICY.** It is DoD policy that:
 - a. The DoD shall cooperate with TTCP participating countries to the greatest degree possible in the development and exchange of defense technology base information in accordance with DoDI 2015.4 (Reference (c)) to further the policy in DoDI 2010.06 (Reference (d)).

 - b. Within the limits of National Disclosure Policy for sharing classified military information with foreign governments and international organizations, TTCP shall facilitate exchanges in the defense technology base as well as exchanges in the development and engineering for generic military systems when such classified exchanges are clearly in the best interests of the United States and comply with DoDD 5230.11 (Reference (e)) and DoDD 5230.20 (Reference (f)). The exchange of such information will be consistent with the provisions of the Memorandum of Understanding (MOU) among TTCP participating countries (also known and hereinafter referred

to as the “Technical Cooperation Program MOU”) (Reference (g)), which provides full terms and provisions under which all the partners have agreed to operate in TTCP.

c. TTCP will be used to acquaint participating countries with each other’s technology base programs to avoid duplication and identify technologies of interest for possible collaboration.

d. In accordance with Reference (g) and DoDI 5105.18 (Reference (h)), each DoD Component will retain the prerogative to decline participation in any portion of TTCP upon their determination that participation would not benefit U.S. interests.

e. The disclosure of U.S. classified and controlled unclassified military information shall be consistent with the applicable terms of reference and comply with the provisions of Reference (e), DoD Manual 5200.01 (Reference (i)) and DoDI 5200.39 (Reference (j)). In accordance with Reference (e), disclosures and denials of classified military information shall be reported in the Foreign Disclosure System (FDS).

5. RESPONSIBILITIES

a. Assistant Secretary of Defense for Research and Engineering (ASD(R&E)). The ASD(R&E), under the authority, direction, and control of the Under Secretary of Defense for Acquisition, Technology, and Logistics, shall:

(1) Oversee the development of DoD TTCP policy in coordination with the Under Secretary of Defense for Policy, the Under Secretary of Defense for Intelligence, and the Defense Technology Security Administration.

(2) Develop a plan that aligns TTCP technology engagements with DoD needs and annually evaluate the resources needed and the effectiveness of these engagements.

(3) As the DoD lead for research and engineering (R&E), appoint the U.S. principal to TTCP.

b. Heads of the DoD Components. The Heads of the DoD Components shall:

(1) Nominate representatives to TTCP.

(2) Budget research, development, testing, evaluation, and security funds to cover expenses directly associated with TTCP participation.

6. PROCEDURES. See Enclosure 2.

7. RELEASABILITY. **Cleared for public release**. This instruction is available on the Directives Division Website at <http://www.esd.whs.mil/DD/>.

8. SUMMARY OF CHANGE 2. This change reassigns the office of primary responsibility for this instruction to the Under Secretary of Defense for Research and Engineering in accordance with the July 13, 2018 Deputy Secretary of Defense Memorandum (Reference (k)).

9. EFFECTIVE DATE. This Instruction is effective August 7, 2012.



Frank Kendall
Under Secretary of Defense for
Acquisition, Technology, and Logistics

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ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5134.01, “Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)),” December 9, 2005, as amended
- (b) DoD Instruction 3100.8, “The Technical Cooperation Program (TTCP),” September 11, 1973 (hereby cancelled)
- (c) DoD Instruction 2015.4, “Defense Research, Development, Test and Evaluation (RDT&E) Information Exchange Program (IEP),” February 7, 2002
- (d) DoD Instruction 2010.06, “Materiel Interoperability and Standardization with Allies and Coalition Partners,” July 29, 2009
- (e) DoD Directive 5230.11, “Disclosure of Classified Military Information to Foreign Governments and International Organizations,” June 16, 1992
- (f) DoD Directive 5230.20, “Visits and Assignments of Foreign Nationals,” June 22, 2005
- (g) Memorandum of Understanding among the Department of Defence of Australia, the Department of National Defence of Canada, the New Zealand Defence Force, the Secretary of State for Defence of the United Kingdom of Great Britain and Northern Ireland, and the Secretary of Defense on Behalf of the Department of Defense of the United States of America concerning the Technical Cooperation Program, dated October 24, 1995, as amended¹
- (h) DoD Instruction 5105.18, “DoD Intergovernmental and Intragovernmental Committee Management Program,” July 10, 2009, as amended
- (i) DoD Manual 5200.01, “DoD Information Security Program,” date varies by volume
- (j) DoD Instruction 5200.39, “Critical Program Information (CPI) Identification and Protection within Research, Development, Test, and Evaluation (RDT&E),” May 28, 2015, as amended
- (k) Deputy Secretary of Defense Memorandum, “Establishment of the Office of the Under Secretary of Defense for Research and Engineering and the Office of the Under Secretary of Defense for Acquisition and Sustainment,” July 13, 2018
- (l) DoD Directive 5530.3, “International Agreements,” June 11, 1987, as amended
- (m) “The Technical Cooperation Program 2010 – Policies, Organization and Procedures in The Technical Cooperation Program,” approved by TTCP Principals, March 2009²

¹ Available at <http://www.acq.osd.mil/ttcp/guidance/index.html>

² Available at <http://handle.dtic.mil/100.2/ADA540418>

ENCLOSURE 2

TTCP OBJECTIVES AND OPERATIONS

1. OBJECTIVES

a. The primary objective of TTCP is to acquaint participating countries with military research and development (R&D) programs conducted by each country and to provide a means for cooperative R&D ventures. TTCP enables each country to plan its military R&D program with knowledge of the efforts of other nations and thereby provides an opportunity to avoid duplication, prevent technology gaps among nations, and share the expense of costly programs of mutual interest.

b. A secondary objective is to recommend bilateral or multilateral agreements, executed in accordance with Reference (f) and DoDD 5530.3 (Reference (l)), in areas of mutual interest to two or more participating countries when such areas are not considered appropriate for long-term sponsorship by TTCP.

c. These objectives do not preclude functions within TTCP devoted to areas of high interest to only a few of the participating countries.

2. OPERATIONS

a. TTCP Principals. TTCP principals, designated as such by their respective nations, compose the overall governing body of TTCP, are the heads of their national defense R&D, and are responsible for the execution and management of their nation's TTCP. TTCP principals have the authority to establish technology groups in specific technical areas for which continuing interchange on R&D activities is desirable to accomplish the primary TTCP objectives. Technology groups organize the work through action groups and technical panels:

(1) Action groups are formed to address a specific high-priority problem. They are limited in scope, have clearly stated objectives, and set milestones to accomplish these objectives. Action groups generally will not exceed 2 years in duration.

(2) Technical panels are formed to address a given sub-area of technology. The terms of reference may be broad, but the technical panel shall place bounds on the scope of subject matter it considers. The technical panels may be short-term or continuing and shall cover all technical activities sponsored by the technology groups not covered by action groups.

b. Washington Deputies. In accordance with the 2010 TTCP policies, organization, and procedures (Reference (m)), TTCP principals have delegated their responsibilities and authority to the Washington Deputies. This group is composed of representatives of participating countries and is located in Washington, D.C. The U.S. Washington Deputy is appointed by the

U.S. principal. To assist in carrying out their delegated responsibilities for the execution and management of TTCP, the Washington Deputies may establish:

(1) Ad hoc study groups to carry out activities in areas not under the terms of reference of existing technology groups. Ad hoc study groups shall have limited scope, clear-cut objectives, and pre-set milestones and shall report to the Washington Deputies unless otherwise directed by TTCP Principals, and operate in accordance with Reference (m).

(2) Technology liaison groups to maintain technical communication and exchange of data and information in selected technology areas not under the terms of reference of existing technology groups, and to facilitate the formation of ad hoc study groups.

(a) Technology liaison groups:

1. Shall operate in accordance with References (g) and (m).
2. Will be composed of one designated point of contact from each participating country.

(b) The objectives of technology liaison groups normally will be achieved by correspondence, document exchange, identification of cooperative projects to be pursued as project arrangements, identification of equipment and material to be pursued through equipment and material transfers assistance in the arrangement of visits, and the exchange of personnel in accordance with Reference (f).

(c) Formal meetings to conduct technology liaison group business shall not be held without the explicit approval of the Washington Deputies. This does not preclude individual visits, incidental to other travel authorization, between scientists of the participating countries to discuss technical matters covered by a technology liaison group's terms of reference. Such visits will be coordinated by the technology liaison group members of the countries concerned.

c. National Representatives. Certain responsibility and authority to assist with the planning and managing of technology group programs has been delegated to the national representatives (one for each participating country) in References (g) and (m).

(1) The national representatives will work collectively in their respective technology group to manage program planning and oversight.

(2) The U.S. national representative, appointed by the U.S. principal, will also be responsible for ensuring that U.S. interests and priorities are maintained and executed as appropriate within TTCP.

3. DoD COMPONENT PARTICIPATION AND MEMBERSHIP. To ensure benefit throughout the DoD and DoD-wide participation in TTCP, DoD Components shall nominate members to the organizations in accordance with this section. The members shall have

recognized competence in the specific activity concerned and the ability to represent the United States favorably in international R&D activities.

a. Nominations to Organizations

(1) Technology Group Participation. Requests for participation in and nominations to a technology group will originate with the Washington Deputy and will be addressed directly to the appropriate DoD Component concerned.

(a) Nominations will be returned to the Washington Deputy with an information copy to the appropriate technology group national representative.

(b) Appointment to technology groups will be made by the U.S. principal.

(2) Action Group and Technical Panel Participation. Requests for participation in and nomination to action groups and technical panels within a technology group will originate with the respective technology group national representative and be sent directly to the DoD Component(s) concerned with an information copy to the Washington Deputy.

(a) Sufficient detail of planned action group or technical panel activities will be included to allow the DoD Component to make an informed nomination.

(b) Replies will be made to the respective technology group national representative with a copy to the Washington Deputy.

(c) Appointment to action groups and technical panels will be made by the technology group national representative.

(3) Ad Hoc Study Groups and Technology Liaison Groups. The Washington Deputy will coordinate directly with the DoD Components concerning participation and membership in ad hoc study groups and technology liaison groups.

b. Length of Membership

(1) Appointments to technology groups, technical panels, ad hoc study groups, and technology liaison groups will normally be for 3 additional years. At the conclusion of the term, any member may be extended for not more than 3 years with the concurrence of the DoD Component concerned.

(2) Appointments to action groups will be for the life of the group.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

ASD(R&E)	Assistant Secretary of Defense for Research and Engineering
DoDD	DoD Directive
DoDI	DoD Instruction
MOU	memorandum of understanding
R&E	research and engineering
R&D	research and development
TTCP	The Technical Cooperation Program

PART II. DEFINITIONS

These terms and their definitions are for the purpose of this Instruction.

defense technology base. All aspects of basic research plus those portions of applied research and technology development devoted to military systems in the generic sense. Prototyping and test and evaluation of specific technology enabled capabilities to prove the feasibility of a concept are also included. Development and engineering for specific military systems are NOT part of the defense technology base.

equipment and materiel transfers. Any material, equipment, end item, subsystem, component, special tooling or test equipment used in a TTCP science and technology harmonization and alignment effort or TTCP Project.

project arrangements. A formal multi-national agreement enabling cooperation on a specific project outside the scope of normal TTCP activities.

terms of reference. Describe the purpose, structure, and operation of a group, technical panel, action group, ad hoc study group, technology liaison group, or any similar collection of people who have agreed to work together to accomplish a shared goal. Terms of reference identify how the scope of work will be defined, developed, and verified.

TTCP participating countries. Australia, Canada, New Zealand, the United Kingdom of Great Britain and Northern Ireland, and the United States of America.