

NOTIFICATION

With the approval of our Board of Directors and in accordance with the directives of the National Bioethics Committee for Research of the Health Research Institute, the Dopasi Foundation, Pakistan is pleased to announce the establishment of its Institutional Review Board (IRB), effective immediately. The Terms of Reference for the Board are provided in Annex-I. The IRB will comprise the following members:

1. Dr. Ghulam Nabi Kazi, MBBS, MPH, MPA
Senior Technical Adviser (R&D), Dopasi Foundation; Editor-in-Chief, *Public Health Action*, The Union; CEO, Kaizen Strategic Consultants
Chairperson
2. Dr. Mario Raviglione, MD, FRCP, FERS
Full Professor and Director, Master in Global Health, MACH Centre, Università di Milano, Milan, Italy; Honorary Professor, The Immunobiology Centre, Blizard Institute, Queen Mary University of London, UK
Member
3. Dr. E. Jane Carter, MD, DAB
Professor of Medicine and Member, BioMed International Affiliation Executive Committee, Brown University, Rhode Island, USA; TB Consultant, Global TB Institute, Rutgers University
Member
4. Dr. Stephen John, MBBS/MD, DPE, MPH/ICHD
Director of Planning, Research, and Statistics, Adamawa State Ministry of Health, Yola, Nigeria; Janna Health Foundation, Nigeria; Modibbo Adama University, Yola, Nigeria
Member
5. Dr. Syed Karam Shah, MBBS, DTCD
Senior Technical Advisor (Advocacy), Dopasi Foundation and Stop TB Partnership, Pakistan
Member

Registered Office:

House No 106, Street 5, Phase 2 (S),
Bahria Town, Rawalpindi.

Correspondence Office:

House 57, Main Central Avenue,
Phase 6, Bahria Town, Islamabad.
Phone: 051-5732802

6. Dr. Sabira Tahseen, MBBS, DCP, MS, Ph.D.
Senior Technical Adviser, Dopasi Foundation
Member
7. Dr. Riaz Hussain Solangi, MBBS, MSPH, MBA
Deputy Chief of Party, Dopasi Foundation
Member
8. Dr. Sher Afgan Raisani, MBBS, MPH
Provincial Manager for TB Control, Balochistan, Pakistan
Member
9. Ms. Maheen Akhtar, B.Sc
Community Representative
Member

Ms. Mishaal Javed Sehgal, Manager Liaison, will serve as the primary contact for communications and provide secretarial support team. Ms. Kinz-ul-Eman, CEO and Chief of Party, will serve as the institutional head for the IRB. The IRB may co-opt additional members as needed to support specific research proposals or tasks. These may include representatives from affected communities or the National Bioethics Committee.



KINZ UL EMAN

Chief Executive Officer / Chief of Party
Dopasi Foundation, Pakistan

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TERMS OF REFERENCE

The Institutional Review Board (IRB) shall:

1. Review all proposed research protocols involving human subjects in the medical and social sciences, including surveys, drug/device trials, and the use of fetal material, embryos, and human tissues.
2. Ensure that no form of exploitation occurs in the conduct of any study involving human subjects, prior to its initiation.
3. Review all research proposals, regardless of funding source (national or international), conducted within any region of Pakistan.
4. Maintain a membership tenure of 5 years. After this period, half of the members will retire. A member may be replaced either at their request or if they fail to attend three consecutive meetings without prior notice or valid reasons.
5. Approve the addition of new members with the consent of the majority of members present during the relevant meeting. Special consideration will be given to the training or prior experience of the proposed members.
6. Hold IRB meetings once every quarter, more or less frequently, depending on the volume of proposals.
7. Circulate the minutes of each meeting via email as soon as practicable after the meeting.
8. Require a quorum of at least 5 members to conduct a meeting.
9. Set the fee structure for national and international proposals during the first IRB meeting, based on a proposal from the IRB Secretariat.
10. Maintain the resumes of all committee members in the official record.
11. Address any other matters related to the conduct of proposed studies, including procedural issues.