



Date: July 2, 2009

To: Acting Director, Office of Extramural Research

From: Director, Office of Federal Advisory Committee Policy

Subject: Procedures for Implementing Six-Year Terms for Members of Initial/Integrated Review Groups

Background

As part of the 2007-2008 *Enhancing Peer Review* effort, it was determined that offering peer reviewers the option of serving a four-year (three meetings a year) or six-year (two meetings a year) term could improve efforts to recruit and retain the best reviewers. NIH received approval from the Department (HHS) in November 2008 to change appointment terms for members serving on NIH Initial/Integrated Review Groups (IRGs) for terms up to six years.

Procedures for Implement Six-Year Terms

Beginning with the July 2009 member appointments, any standing member or chair of an NIH IRG (study section or subcommittee) may be appointed to a six-year term provided:

- The IRG charter has been amended to reflect the new six-year term option,
- The member agrees to the appointment terms, and
- Rotation of members remains fairly balanced.

All other current policies and procedures remain in effect for IRG members and committee meetings. For those on six year terms, subcommittee/study section chairs may not serve additional years as chair (no seventh year). Tracking of the number of meetings a member serves will be the responsibility of the IC CMO or SRO assigned to the committee.

If you have any additional questions or concerns, please feel free to contact me at 301-496-2123.

Jennifer Spaeth
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