

1 ACCOUNTABILITY

The Tissue Research Management Committee (TRMC) is a subcommittee of the Peter MacCallum Cancer Centre's (Peter Mac) Human Research Ethics Committee (HREC).

2 PURPOSE

The role of the Peter MacCallum Cancer Centre TRMC shall be to ensure appropriate governance and scientific review of laboratory based research involving human tissue.

3 FUNCTION

To review, on behalf of the Human Research Ethics Committee, all research projects using human tissue for scientific validity and scientific merit.

4 MEMBERSHIP

The categories of appointment shall include*:

- (a) Chair (who is also a member of the Peter Mac Human Research Ethics Committee);
- (b) An Anatomical Pathologist from the Peter MacCallum Department of Pathology;
- (c) Representative from Department of Cancer Medicine;
- (d) Biostatistician;
- (e) Clinician Researcher with tissue collection interest;
- (f) Tissue Bank Manager, delegate or Tissue Collection staff member; and
- (g) Research representatives: up to 4 members, may include a non- Peter MacCallum Cancer Centre employee.

* Alternate Members – where a member is unable to attend the Chair can agree to an appropriate alternate representative.

The Deputy Chair is appointed from within the TRMC membership and acts in the absence of the Chair.

Other interested parties may be co-opted as appropriate.

Member appointments are reviewed at least every three years.

5 INVITEES

- (a) Ethics Secretariat
- (b) TRMC Secretariat (provided from the Peter Mac Tissue Bank staff)

6 CONVENOR

TRMC Chair with TRMC Secretariat support.

7 MEETING FREQUENCY

Meetings are held monthly except in January.



They may be convened more or less frequently, as required, at the discretion of the Chair of the TRMC.

8 QUORUM

Quorum is at the discretion of the Chair (or Acting Chair). The Chair will determine if there is sufficient representation to make an appropriate decision.

9 REPORTS TO

HREC.

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