

STAR-IDAZ International Research Consortium Governance Structure and Modus Operandi

Version	Date	Author	Changes
V1	5/10/2015	A. Morrow	Original draft circulated for comment
V2	6/04/2016	L. Dalton	Comments addressed and list of Working Groups amended as agreed at Buenos Aires meeting
V3	24/2/2017	L. Dalton	WG title 'Immunology/vaccinology (tools and technologies)' changed to 'Vaccinology (tools and technologies)', and 'Pox viruses' added as a WG
V4	16/03/2018	L. Dalton	WG title 'Innovative anti-infective approaches, including alternatives to anti-microbial agents' changed to 'Integrated pathogen control for the reduction of resistance' and WG title 'One Health (including food-borne pathogens and AMR)' changed to 'One Health (including food-borne pathogens)'
V5	14/3/2019	L. Dalton	1) WG title 'Integrated pathogen control for the reduction of resistance' changed to 'AMR and the Development of Innovative Alternatives'. 2) Clarification of rotation policy added under section 'Composition of the Scientific Committee'

Background

Members of the **Global Strategic Alliances for the Coordination of Research on the Major Infectious Diseases of Animals and Zoonoses (STAR-IDAZ)** have signed a Memorandum of Understanding outlining the relationship between the Parties (normally animal health research programme owners and funders and related global or regional bodies), representing the transformation of the EU-financed STAR-IDAZ Coordination and Support Action into a self-sustainable network.

The Aims of STAR-IDAZ include

- Strengthen the linkages between and reduce the duplication of global research effort on high priority infectious diseases of animals (including zoonoses) maximise the efficient use of expertise and resources and accelerate coordinated development of control methods.
- Identify and co-ordinate the response to gaps in research activities for targeted diseases.
- Create the necessary critical mass and capacity to address emerging infectious disease threats.
- Improve the cost-effectiveness and added value to network partners of current research programmes.
- Develop durable procedures for a better co-ordinated, rapid response to urgent research needs.
- Identify unique regions with localised diseases and improve access to research in those areas.
- Improve access to and the utility of research results across all partner organisations.

The scope of STAR-IDAZ includes co-ordination of research relevant to emerging and major infectious diseases of livestock, including fish and managed bees, and those infections of animals that may carry the risk of disease threat to human health. Diseases of wildlife will also be considered where they are identified as reservoirs of infection for emerging and major infectious diseases of humans or production animals.



STAR-IDAZ International Research Consortium

Building on STAR-IDAZ, an International Research Consortium (IRC) of research funders and programme owners, aiming to maximise funding for coordinated animal health research, with a higher level of commitment has been initiated. This document outlines the principals under which STAR-IDAZ IRC it will be operated and maintained.

Objectives and deliverables of the STAR-IDAZ International Research Consortium (IRC)

The overall objective of STAR-IDAZ IRC is to coordinate research at international level to contribute to new and improved animal health strategies for at least 30 priority diseases/infections/issues

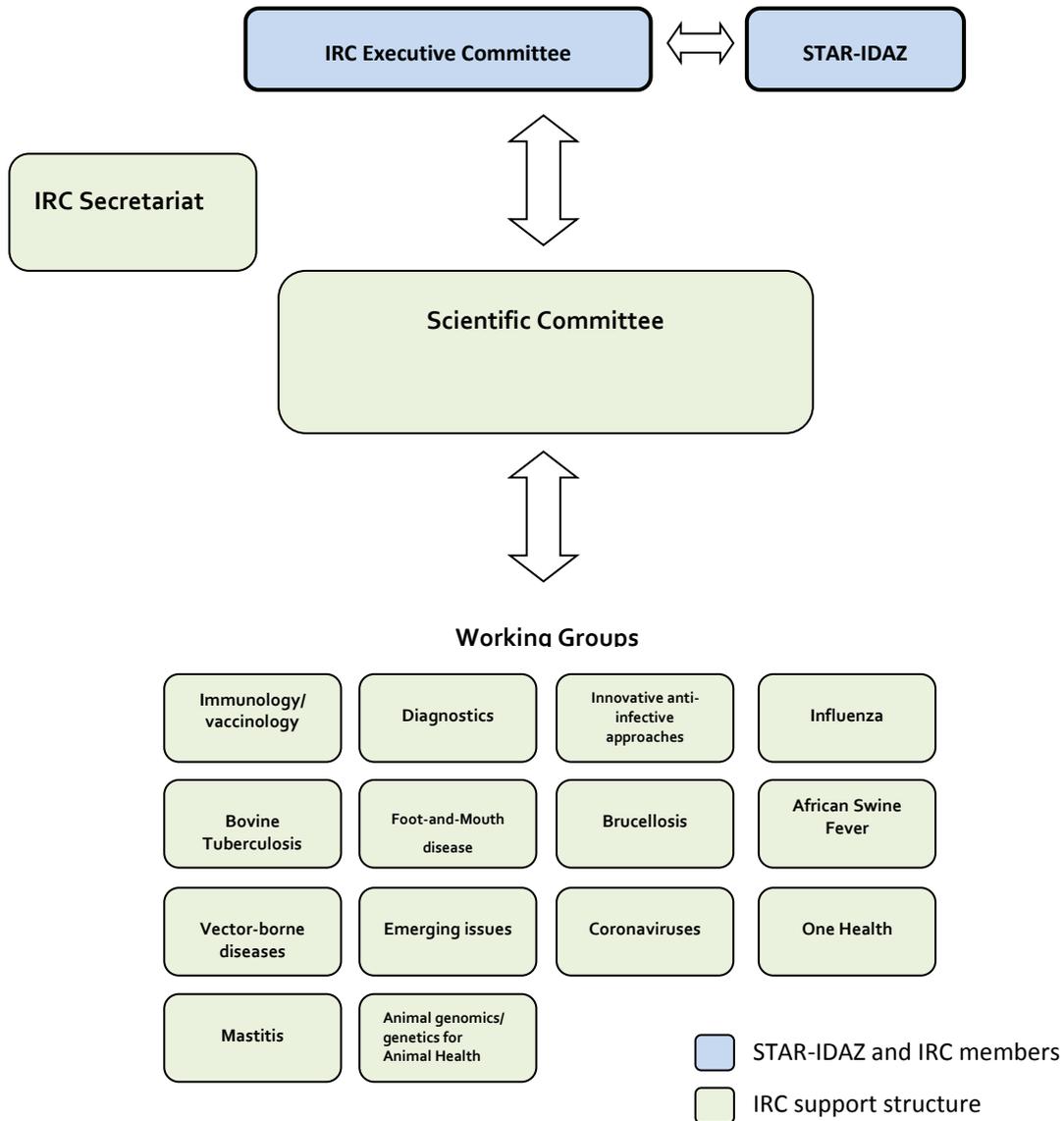
The deliverables include :

- **candidate vaccines, and/or**
- **diagnostics, and/or**
- **therapeutics and other animal health products, and/or**
- **procedures and/or**
- **key scientific information/tools to support risk analysis and disease control**

STAR-IDAZ IRC will be governed through an Executive Committee, a Scientific Committee and a variable number of working groups



STAR-IDAZ IRC Governance Structure



STAR-IDAZ IRC Executive Committee

Mandate of the Executive Committee

The STAR-IDAZ IRC Executive Committee:

- Agrees and adopts STAR-IDAZ IRC Governance, Policies and Guidelines, including decisions on the creation or closure of Working Groups
- Coordinates research funding strategies to address identified research priorities such as those identified by the Scientific Committee



- Advocacy – promotes support for STAR-IDAZ IRC objectives from the livestock and animal health industries and services and the wider donor community.
- Monitors progress and provides updates to funding bodies.
- Reviews nominations and accepts new members to the Scientific Committee
- Agrees on a Communication Strategy that ensures timely and correct dissemination regarding STAR-IDAZ IRC objectives and progress made
- Provides a forum for the resolution of any conflicts, should they arise.

Members of the Executive Committee may participate in meetings of any Working Group.

Composition of the Executive Committee

The IRC Executive Committee is composed of one representative per funding body (including public funding bodies, charities and the animal health industry), or group of funders, OIE, the Chair of the Scientific Committee and the STAR-IDAZ Chairperson.

These individuals are nominated and appointed according to the following principals:

- ***Individual STAR-IDAZ IRC Programme Owners/Funding Bodies***

To be considered as a member of the STAR-IDAZ IRC the programme owner/funding body, whether a member of STAR-IDAZ or not, should commit a minimum of \$10 million over 5 years for future funding of research projects/programmes contributing towards STAR-IDAZ IRC objectives. Each funding body can nominate one representative to the Executive Committee. Previous investments since 1 January 2015 contributing to STAR-IDAZ IRC objectives should be disclosed to help enable networking of presently active research teams.

In the interest of keeping the size of the Executive Committee manageable, countries with more than one committed programme owner/funding body may consider designating a single common representative.

All membership requests must be sent in writing to the Chair of the Executive Committee, for approval by the Executive Committee.

- ***Groups of STAR-IDAZ Programme Owners/Funding bodies***

Programme owners or funding organizations that would like to contribute to STAR-IDAZ IRC, but who cannot reach the minimum required investment for membership (such as public funders from a group of smaller countries in particular regions of the world) and/or provide funding for only a single priority disease/issue or a subgroup of priority diseases/issues, may form a group of funders that together reach the threshold for membership (i.e., \$10 million US over a 5-year period). Each such group of funders can nominate one representative to the Executive Committee. Other configurations of group funders are also eligible.



- ***Stakeholders and representatives of advisory bodies***

The Executive Committee may invite representatives of the livestock industries, animal health industry associations and other relevant international organisations to participate as non-voting members. These organisations should represent broad industry interests and geographical areas. Upon proposal from a member, the Executive Committee can decide to invite other observers to its meetings or representatives of organisations that may be given an advisory role such as regulatory bodies. Such invitations shall be done by the Chair in consultation with the members of the Executive Committee.

Meetings and Rules of Procedure

The Executive Committee meets at least once a year. The Chair of the Committee calls the meetings and prepares the meeting agenda with input from the other Committee members.

The Executive Committee aims to take decisions by consensus. If a decision cannot be reached by consensus, it is reached through a majority vote, based on the number of members present at the respective meeting.

In a meeting, the participation of 50% of the voting members of the Executive Committee is considered to constitute a quorum. If a quorum cannot be reached at a meeting, the Chair of the Committee may seek prior input from enough members to constitute a quorum (for instance e-mail voting ahead of time should Executive Committee members be unavailable at the date of the meeting).

Replacements of Executive Committee members are possible as Executive Committee members represent their organisations. Substitution of alternate representatives is made by the authorising person in the organisation.

The Executive Committee can take decisions by e-mail (written procedure) unless any member opposes the use of this procedure with regard to a particular matter. In a written procedure, a majority of members needs to give its active or tacit approval to render the decision valid.

Unless an exception to this rule can be duly justified, all items for decision at any given meeting should be communicated to the Executive Committee members at least fourteen calendar days in advance of the meeting date. A majority of the Committee members may nonetheless agree that urgent matters be tabled for discussion and decision at a meeting until the adoption of the final meeting agenda.

Chair of the Executive Committee

The Chairperson of IRC Executive Committee will be elected by the wider STAR-IDAZ membership as outlined in the STAR-IDAZ Memorandum of Understanding.

The Chair is elected for a maximum period of two years and should normally rotate around the various regions (Europe, Americas, Asia and Australasia and Africa and the Middle East).

The main responsibilities of the Chairperson include convening and chairing the meetings of the Executive Committee and overseeing the activities of the IRC Secretariat.



Principles of working together

All members of the Executive Committee undertake to take part, in a manner of good faith, in the efficient implementation of the activities of STAR-IDAZ IRC.

Members of the Executive Committee shall not seek nor act in any way, either in their personal capacity or as a representative of the nominating organisation, as to take undue advantage of, or exercise undue influence on, any aspects regarding the implementation of STAR-IDAZ IRC.

The members should respect the confidential character of the discussions at the Executive Committee meetings.

All members of the Executive Committee acknowledge that issues relating to confidentiality will be dealt with in separate confidentiality agreements among them before confidential information will be exchanged. Further provisions are established in the STAR-IDAZ IRC 'Policy and Guidelines' document.

The names of the members of the Executive Committee are made public via the STAR-IDAZ website. Summary reports from the meetings are published on the STAR-IDAZ website unless the Executive Committee decides otherwise.

STAR-IDAZ IRC Scientific Committee

The STAR-IDAZ IRC Scientific Committee will advise the Executive Committee on research priorities and progress made from a scientific viewpoint.

Mandate of the Scientific Committee

The Scientific Committee:

- Considers the scientific merit of proposals from the Executive Committee and their possible implementation
- Acts as a scientific coordinating body
- Proposes research priorities for consideration by the Executive Committee (priorities assessment)
- Proposes policies and guidelines for adoption by the Executive Committee
- Identifies need for and proposes establishment of new Working Groups, or the closing of existing Working Groups
- Defines the missions of the Working Groups
- Supports Working Groups in organising gap analysis and research prioritisation activities in liaison with the IRC Secretariat.



- Assesses and reports to the Executive Committee on progress made by the Working Groups (i.e., projects funded)
- Addresses arising issues of a scientific nature
- Organises the scientific programme of STAR-IDAZ IRC conferences as they occur
- Encourages exchange of protocols and best practices, and agree on standard operating procedures, good research practice, roadmap to reach STAR-IDAZ IRC goals in their scientific area
- Promotes interactions between Working Groups

Composition of the Scientific Committee

The Scientific Committee is composed of approximately 15 members with a balanced expertise and representation from academia, livestock and animal health industry, and risk assessment and regulatory bodies.

Scientific Committee members are appointed by the Executive Committee from a list of candidates nominated by:

- Funding bodies represented in the Executive Committee
- Industry organisations representing the livestock and animal health industries.

The Scientific Committee may invite specialists from any working group to participate in meetings to advise on particular topics.

Individuals representing funders in the Executive Committee cannot be nominated or selected as members of the Scientific Committee. However, the Chair of the Executive Committee may participate as an observer in meetings of the Scientific Committee.

The duration of the initial mandate of the Scientific Committee members is three years with the possibility of renewal for an additional period of up to three years. However, not more than one third of the Scientific Committee should be replaced in any one year. After the initial three year period one third of members should be replaced. Preference to leave the Scientific Committee will be given to those wishing to stand down for personal reasons after which the balance of the Committee in terms of scientific background, gender, diversity and the state of the Working Groups to which they are attached will be considered. As members step down, the Scientific Committee shall nominate suitable replacements paying due consideration to this balance and present these nominations to the Executive Committee for their approval or rejection

The mandate of a Scientific Committee member can be terminated, for reason of non-participation, at the discretion of the chair of the Scientific Committee. In that case, in consultation with the Chair of the Scientific Committee, the Executive Committee will decide whether a replacement appointment is necessary, and a call for nomination will be made.



The Chair of the Scientific Committee is elected by the Scientific Committee members and will normally serve a period of two to three years.

Meetings of the Scientific Committee

The Scientific Committee meets at least twice a year. The meetings are organised by the IRC Secretariat.

Members of the Scientific Committee are nominated for their individual expertise and are not empowered to delegate attendance at a meeting to a substitute.

Principles of working together

Members of the Committee shall not seek nor act in any way as to take undue advantage of, or exercise undue influence on, any aspects regarding the implementation of STAR-IDAZ IRC, including but not limited to its common policies and guidelines.

Transparency

The names of the members of the Scientific Committee are made public via the STAR-IDAZ website. Summary reports from the meetings of the Scientific Committee are published on the STAR-IDAZ website unless the Executive Committee decides otherwise.

Nomination and Decision Procedure for the Scientific Committee

Each funding body represented in the Executive Committee can nominate two persons for consideration for appointment to the Scientific Committee.

In the event of vacancies on the Scientific Committee, the Executive Committee may ask for nominations from academia, livestock and animal health industry, and risk assessment and regulatory bodies.

All nominations are sent in writing to the Chair of the Executive Committee.

The Chair proposes the composition of the Scientific Committee from the nominations received for decision by the Executive Committee.



STAR-IDAZ Working Groups

Mandate of the Working Groups

The Working Groups:

- Map and report on major ongoing national, regional or international initiatives in its field of interest to maximize worldwide awareness of these projects.
- Point out the problems and difficulties in the scope of the WG that ultimately prevent or delay the development of new diagnostics, vaccines/therapies and/or key information/tools for risk analysis and disease control strategies (gap analysis)
- Recommend prioritised research objectives, actions or solutions to resolve gaps, problems and difficulties in the scope of the WG
- Cooperate to ensure synergies of all research projects within the scientific area of the working group, by exchanging results, expertise, experiences and information
- Agree on good research practice to be adopted (e.g. standard operational procedures, performance indicators) for animal health research
- Promote scientific excellence and enabling environment, including human resource development and capacity building
- Liaise with other working groups as appropriate
- Adopt and report back on the implementation of STAR-IDAZ IRC policies and guidelines in animal health research projects and propose changes where necessary
- Report to the Scientific Committee at least twice a year
- Working groups may organise in collaboration with the IRC secretariat, scientific conferences in their domain

Composition of the Working Groups

The working groups are composed of experts within the scientific domain of the working group, including representatives from funded projects that contribute to STAR-IDAZ IRC, additional experts and representatives of livestock industries and other stakeholders that are nominated by the Executive Committee or the Scientific Committee. Composition of the working groups should have a geographically balanced representation.



Members of the working groups nominate a coordinator (Chair) and define the modus operandi of the group. One or several members of the Scientific Committee participate in each working group to facilitate the bidirectional exchange of ideas. The composition of the working groups should be available to the Executive Committee for information.

Existing groups, such as GFRA (Global Foot and Mouth Disease Research Alliance), GARA (Global African Swine Fever Research Alliance), OFFLU will be invited to participate.

Meetings of the Working Groups

Working Groups meetings are organized by the IRC Secretariat and may be via tele- and videoconferencing or webcasting. Working groups are expected to meet every 3 months, but may convene more frequently at their own discretion. Working groups should meet physically at least once a year.

List of Working Groups

Working Groups reporting to Scientific Committee:

The list is updated as necessary

- Vaccinology (tools and technologies)
- Diagnostics (tools and technologies)
- Integrated pathogen control for the reduction of resistance
- Influenza
- Bovine Tuberculosis
- Foot and Mouth Disease
- Brucellosis
- African Swine Fever
- Emerging issues
- Vector-borne diseases
- Coronaviruses
- One Health (including food-borne pathogens)
- Mastitis
- Animal genomics/genetics for animal health
- Foresight
- Epidemiology
- Helminths including anthelmintic resistance
- Porcine Respiratory Disease Complex



- PRRSV
- Pox viruses

STAR-IDAZ IRC Secretariat

Mandate of the IRC Secretariat

The mandate of the IRC secretariat is to provide organisational and communication support to STAR-IDAZ IRC and its various members and thereby contribute to the IRC policies and guidelines aimed at coordinating research at international level to contribute to new and improved animal health strategies

It supports the work of the STAR-IDAZ IRC by:

- Organizing meetings of the STAR-IDAZ IRC Executive Committee, Scientific Committee and working groups
- Maintaining the STAR-IDAZ website and databases and keeping all members updated
- Assuring secretarial work for STAR-IDAZ IRC
- Assisting the Scientific Committee and Working Groups in organising research gap analysis meetings and running periodic foresight exercises
- Conducting, upon request, the preparation of any document necessary to the STAR-IDAZ IRC committees and working groups, such as assisting bibliographic searches or literature reviews
- Collecting and diffusing pertinent information and results to the researchers funded by STAR-IDAZ IRC members
- Disseminating results of STAR-IDAZ IRC projects with different means of communication: website, newsletters, communication materials, conferences.

The IRC Secretariat reports to the Executive Committee for its work plan and its activity report.