

**WALTER REED ARMY INSTITUTE OF RESEARCH (WRAIR)  
INSTITUTIONAL REVIEW BOARD (IRB) MEETING DATES  
CY 2025**

<b><u>SUBMISSION DEADLINE</u></b>	<b><u>IRB MEETING</u></b>	<b><u>SUBMISSION DEADLINE</u></b>	<b><u>IRB MEETING</u></b>
<b>18 December 2024</b>	08 January 2025	<b>18 June 2025</b>	09 July 2025
<b>22 January 2025</b>	12 February 2025	<b>23 July 2025</b>	13 August 2025
<b>19 February 2025</b>	12 March 2025	<b>20 August 2025</b>	10 September 2025
<b>19 March 2025</b>	09 April 2025	<b>17 September 2025</b>	08 October 2025
<b>23 April 2025</b>	14 May 2025	<b>22 October 2025</b>	12 November 2025
<b>21 May 2025</b>	11 June 2025	<b>19 November 2025</b>	10 December 2025

**In order for a protocol to be included on the agenda for one of the listed IRB meeting dates, the submission must meet the following criteria by the corresponding submission deadline:**

1) Must qualify as a complete submission according to the submission checklist in Policy #24; 2) must have received approval from WRAIR’s Scientific Review Committee or from an external scientific review approved by the Chief Science Officer; and 3) the study team must have adequately responded to each point in the Protocol Evaluation Form (PEF) or provide justification for any PEF comments that are not addressed.

Please reference WRAIR policy #24 for the submission checklist and supplemental international information checklist which outline initial submission requirements. This policy is available on the WRAIR intranet and upon request to the HSPB.

Meetings are typically held virtually the 2<sup>nd</sup> Wednesday of each month at 9 a.m. – 12 p.m. (local time). The Principal Investigator (or knowledgeable representative) may be asked to attend the IRB meeting at which their study will be reviewed. The PI/representative should be prepared to give a brief summary of the study and answer the IRB’s questions.

Please call or email the HSPB if you plan to submit a protocol for IRB review or if you have any questions. ***Please be sure to communicate any outside deadlines to the HSPB as early in the review process as possible.***

Human Subjects Protection Branch  
Walter Reed Army Institute of Research  
503 Robert Grant Avenue, Silver Spring, MD 20910-7500  
Submission Mailbox: [usarmy.detrick.medcom-wrair.mbx.hspb@health.mil](mailto:usarmy.detrick.medcom-wrair.mbx.hspb@health.mil)  
Phone: (301) 319-9940 Fax: (301) 319-9961