WALTER REED ARMY INSTITUTE OF RESEARCH (WRAIR)
INSTITUTIONAL REVIEW BOARD (IRB) MEETING DATES
CY 2024

SUBMISSION DEADLINE	IRB MEETING	SUBMISSION DEADLINE	IRB MEETING
20 December 2023	10 January 2024	**18 June 2024**	10 July 2024
24 January 2024	14 February 2024	**24 July 2024**	14 August 2024
21 February 2024	13 March 2024	**21 August 2024**	11 September 2024
20 March 2024	10 April 2024	**18 September 2024**	09 October 2024
17 April 2024	08 May 2024	**23 October 2024**	13 November 2024
22 May 2024	12 June 2024	**18 November 2024**	11 December 2024

In order for a protocol to be considered for review during one of the listed IRB meeting dates, the following criteria must be met by the corresponding submission deadline:

1) qualify as a complete submission; 2) scientific review approval has been received; and 3) the study team has adequately responded to each point in the Protocol Evaluation Form (PEF). The study team is expected to provide justification for any PEF comments that are not addressed.

Please reference WRAIR policy #24, which includes a submission checklist and supplemental international information form, to meet the initial submission requirements. This policy is available on the WRAIR intranet and upon request to the HSPB.

Meetings are typically held virtually the 2nd Wednesday of each month at 9 a.m. – 12 p.m. 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.***

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