



Working Group on Virology– Terms of Reference

The Working Group on Virology (WG) is responsible for producing virology research recommendations in order to develop a global HBV cure scientific roadmap in collaboration with the other working groups.

Role & Responsibilities

WG members review virology advances in the HBV cure field, identify gaps and challenges, as well as provide research recommendations to address these gaps.

They contribute to the writing and submission of joint position papers and in particular the publication of a global HBV cure scientific roadmap every four years, starting in 2018. To do so, they collaborate with ICE-HBV working groups on immunology, innovative tools and clinical studies, as well as with the DZIF-ANRS cccDNA assay standardization collaborative effort.

WG members provide advice to ICE-HBV secretariat regarding key local and regional stakeholders to involve in the initiative and they share their networks to support the building of the Coalition. They participate in resources development efforts made by the secretariat by providing input and documents when appropriate.

Composition

The WG is composed of 8 to 12 researchers representing excellence in research worldwide.

WG members are invited by the Secretariat based on recommendations from the WG Co-Chairs in consultation with ICE-HBV provisional governing board (the Board). Whenever possible the WG seeks to ensure diversity, geographical and gender balance, as well as promote mid-career investigators.

The Board nominates two WG Co-Chairs who are responsible for running the WG and ultimately for providing research recommendations discussed by the group in written format to ICE-HBV secretariat.

Members and Chairs are nominated for an initial 2-year period. The membership will be reviewed in January 2019. Shall one member step-down, WG Co-Chairs will nominate replacement with advice from the Board and support from the Secretariat.

Decision-Making

The WG takes decisions by consensus. Co-Chairs work together to resolve any disagreement that may arise.

Confidentiality

Unless indicated otherwise, discussions within the working group are confidential and documents should not be shared outside of ICE-HBV members.

Secretariat

The Doherty Institute, with support from ANRS staff, is in charge of the WG secretariat. The secretariat support co-chairs in running the WGI and provides project management services, publications coordination and logistic assistance to members. The secretariat is not responsible for drafting of scientific recommendations and reporting back on WG scientific discussions.

Per-Diem & Support

ICE-HBV does not provide per diem to WG members. It is a non-profit organization, members participate pro-bono. If budget allows, the secretariat may provide travel support to WG members attending ICE-HBV meetings.



Suggested Work Plan

Dates	Activity	Outcome
February-March 2017	WG kick-off teleconference. Adoption of work plan and initial brainstorming on gaps and recommendations.	Work plan adopted. Secretariat to contact high-impact journals to assess interest.
April 2017	Brainstorming Meeting/TC at EASL 2017	General recommendations themes assigned to each member
May-July 2017	Drafting of scientific recommendations by WG members. Review teleconference with ICE-HBV Honorary President.	Max 10 written recommendations per group produced (each max ½ page + figure)
August 2017	WG Co-Chairs to collate recommendations in coordination with other WG Chairs	Max 30 recommendations circulated to all WGs members
Sept 2017	Annual ICE-HBV WG meeting in Washington D.C. All groups meet together to prioritize recommendations.	10-15 priorities to serve as basis for main roadmap position paper
Sept 2017-Oct 2017	P. Revill and F. Zoulim write main review article in collaboration with working group's co-chairs.	Global scientific roadmap position paper v1)
Nov 2017- Jan 2018	Consultations on draft position paper	Global scientific roadmap position paper (v2)
Feb 2018-April 2018	Revision of the draft and review by entire WG for submission	Global scientific roadmap position paper (v3) submitted to high-impact journal
April-August 2018	Peer-review process	Global scientific roadmap position paper (final)
September 2018	Publication of global scientific roadmap position paper, presentation and media launch @ HBV Meeting	