



**TITLE:** Designated Reviewers  
**PURPOSE:** Designate reviewers who can conduct Non-Committee Reviews  
**RESPONSIBILITIES:** HSPP Staff

**PROCEDURES:**

Obtain from the IRB chair the name of the IRB member(s) designated to conduct Non-Committee Reviews.

Ensure that the IRB member is an experienced IRB Member.

Update the IRB roster using D602 – IRB Roster to indicate that the IRB member is a Designated Reviewer.

If the review requires another office to review, obtain from the Organizational Official the name of the administrative office designated to conduct non-committee reviews.

**MATERIALS:**

- HRP-602 - DATABASE: IRB Roster

**REFERENCES:**

- 21 CFR §56.110(b).
- 45 CFR §46.110(b).

**REVIEW/REVISIONS:** From 10/01/2010 version: Renumbered from P&P-030.