

November 5, 1997

**Confidential**

## **Scientific Research Review Committee (SRRC) Charter**

### **Purpose**

The Scientific Research Review Committee (SRRC) ensures that all *scientific research*, related to nicotine, tobacco or smoking, conducted or funded by Philip Morris Companies or any of its subsidiaries around the world, meets the highest scientific, ethical, and legal standards and serves relevant business needs.

### **Scope of Authority**

All funding of *scientific research* relating to scientific hypotheses concerning nicotine, tobacco or smoking must be reviewed and approved by the committee prior to any disbursement of funds. This review should be conducted in a timely fashion during normal original and second revised budget cycles. The chairperson of the committee will retain authority to approve interim research funding if circumstances warrant. All funds for all studies will be contained in the PM-USA Research and Development Budget with charge-backs to Philip Morris International or its affiliates as appropriate.

### **Function**

The committee will perform the following tasks:

1. Establish general guidelines for all PM-funded scientific research studies and projects related to tobacco or smoking.
2. Review and approve all scientific studies related to tobacco or smoking that Philip Morris conducts or funds third parties to conduct, either directly or through trade associations, including grants for specific projects as well as unrestricted grants to an individual/department/institution (i.e., all funding other than for professional services directly related to an ongoing internal project). Review of research study grant requests will be based on the submission of a proposal for a specific project.
3. Insure all such studies and grants meet the following criteria for research review:  
Business Criteria
  - Consistent with Philip Morris business objectives and conforms to one of the following:
  - Provides important new information relative to products or product technology
  - Provides information to develop new technology or tools

**PM DOC Code: PO622**

2505161236

November 5, 1997

**Confidential**

- Are not unnecessarily duplicative of other research conducted or funded by the company. However, the company reserves the right in special cases to opt for confirmation of results by other research institutes or entities.

**Technical Criteria**

- Meets scientific, legal and ethical standards for quality control and experimentation (e.g., GLP and GEP)
  - Conforms to applicable legal and regulatory requirements
  - Has the appropriate level of funding/resources
4. Require that all applicants submit a statement of compliance with applicable legal and regulatory requirements (e.g., AALAC, institutional human subjects committee approval).
5. Convene at least twice a year and provide a comprehensive report to the Chief Executive Officers of PM-USA and PMI, and the Senior Vice President, Planning and Worldwide Tobacco Operations.

**Membership**

PM USA's Senior Vice President of R&D, Chair (C. Ellis)  
FTR's Vice President of Research and Development (A. Kassman)  
FTR's Director of Scientific Affairs, EU/EEMA Regions (H. Reif)  
PM USA's Vice President of Research (R. Cox)  
PM USA's Group Director of Scientific Affairs (R. Carchman)  
PM USA's Senior Vice President of Business Development ()  
General Manager, INBIFO (W. Reininghaus)  
Research Fellow, Scientific Affairs, PM Asia/Japan/Australia (R. Walk)  
Process Manager (appointed): responsibilities include notes, reports, central file, meeting arrangements, agenda and notification. (G. Nixon)

**Guidelines****Areas of Activity Include:**

- **Independent Research Funding by Philip Morris**
- **Jointly Funded Research:**

SRRC is represented by one of its members in these instances, and this representative will provide the SRRC with lists (including abstracts if available) of projects submitted (if available), projects approved, and the Philip Morris position on each decision, for recordkeeping and to avoid redundancy in projects funded.

CIAR  
VDC  
Association Suisse des fabricants de cigarettes  
Centre de cooperation pour les recherches scientifiques  
relatives au tabac -CORESTA(France)

PM DOC Code: PO622

2505161237

November 5, 1997

**Confidential**

Tobacco Manufacturing Association (TMA), formerly Tobacco Advisory Council (TAC) and Tobacco Research Council (TRC) (UK)  
Australian Cigarette Association  
and any trade association which the company may choose to join in the future  
(CTR and Verum structures are not amenable to review by this committee)

**Procedures****Meetings:****Review for External and Third Party Studies**

Frequency: Minimum - 2 times per year once established.

First year - meetings as needed until committee is established.

Time of year (coordinated with domestic and international budget and planning cycles)

Duration (1-2 days)

**Review for Internal Research- Annual Planning Meetings****Process for Addressing Issues Between Meetings:**

Scientific Research proposals that cannot be handled during the normally scheduled SRRC meeting must be reviewed with the Senior Vice President of R&D (Richmond). Outputs of this review will follow normal guidelines (see committee outputs).

**Committee Input:****Proposals:**

Sponsor will ensure that proposals include the following information:

- business purpose of the investigation (knowledge or actionable results)
- research plan (duration, main objectives to be achieved, protocols including consent to acknowledge in any publication the financial support of Philip Morris)
- budget (staff, expense and capital)
- reporting plan (publication/patent intent), if appropriate.
- certification by principal investigator or chief administrator of organization receiving funds affirming in writing that they meet all relevant legal and ethical standards governing scientific research.
- Decide whether proposal meets criteria for SRRC review

**Schedules:****PM DOC Code: PO622**

2505161238

November 5, 1997

**Confidential**

The management sponsoring scientific research is responsible for notifying the process manager of the SRRC of scheduled reviews with trade associations and critical deadlines for planning and budgetary review processes. Proposals, as outlined above, must be submitted to the process manager at least two weeks prior to a scheduled SRRC meeting.

**Committee Output:**

- Minutes of the SRRC meetings to committee members.
- After approval of the minutes or after the interim review comment period, communication of SRRC decisions to the individuals requesting support shall be the responsibility of the SRRC member through whom the request was originally received (sponsor), or through the SRRC member through whose budget the project will be funded (sponsor), if different from the receiving member. The process manager will provide a draft letter with the necessary information for the use of the accountable individual.
- One individual may be designated to provide personal contact to work out certain issues.
- Central file of all research activities (maintained by secretary)
- Annual report to senior management.

PM DOC Code: PO822

2505161239