





- If this is not possible, or at short notice any DAC members cannot attend, then the DAC may still meet if at least three voting members, including WHO, will be present, plus also one member from the Data Curator team
- Regular participation from DAC members is expected. If this is not possible, they may be replaced
- The meetings may be divided into closed and open sessions. In closed sessions, presence will be usually limited to the DAC members and the Facilitator. Other attendees may be invited for all or part of the meeting by the DAC
- DAC members not able to attend a meeting may pass comments to the DAC Chair or Facilitator for consideration during the discussions

The DAC will be responsible for deciding whether the data requests are:

1. granted
2. modifications requested, or
3. rejected

It may be rejected because:

- it is not scientifically sound
- it is not feasible
- the DAC believes it is inconsistent with the purpose or objective of the Project
- it is inconsistent with the conditions listed in the Data Access Request form

The DAC will seek to achieve consensus on every decision. If consensus cannot be reached, then decisions will be made by simple majority. Where there is no majority, the WHO representative will have the casting vote. The Data Curator representative will not vote.

A written response to each application will normally be provided within 30 days following the DAC meeting. Reasons for rejection (if applicable) will be provided in that response. Suggestions for improvement may also be made if the request is approved, but these are not obligatory.