

LACOG REGULATIONS

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The Latin American Cooperative Oncology Group was organized on the premise that significant advances in cancer prevention and treatment would be made by a cooperative approach to the design and conduct of clinical trials on large population of normal subjects and cancer patients through multidisciplinary research.

ARTICLE I – NAME

The name of this organization is: Latin American Cooperative Oncology Group.

Abbreviation: LACOG

Name rights: the name is registered at Instituto Nacional de Propriedade Industrial (INPI).

*LACOG was formerly: Grupo Latino Americano de Investigações Clínicas em Oncologia (GLICO). The group name changed to LACOG in August 2012 to better reflect the international scope of the organization.

ARTICLE II – HISTORY

Medical oncologists from different countries in Latin America (LA) had a meeting at the end of 2006 in Montevideo, Uruguay to discuss and create a cancer research group in LA.

The following members were present:

- Dr. **Alejandro Silva** - México
- Dr. **Carlos Henrique Barrios** - Brazil
- Dr. **Carlos Sampaio Filho** - Brazil
- Dr. **Eduardo Richardet** - Argentina
- Dr. **Gonzalo Recondo** - Argentina
- Dr. **Hernan Lupera** - Ecuador
- Dr. **Jorge Gutierrez** - Chile
- Dr. **Mario Varangot** - Uruguay
- Dr. **Roberto I. Lopez** - Panamá

LACOG was then established officially in 2007. The group received an initial unrestricted grant support from Pfizer©.

ARTICLE III - LEGAL ASPECTS

LACOG was officially funded and constituted by law by Dr. Carlos Henrique Escosteguy Barrios, Dr. Carlos Alberto Sampaio Pereira Filho and Dr. Carlos Gil Moreira on February 3rd 2007.

LACOG is a non-profit Latin American research organization operating as an international association under Brazilian law. The registered office of LACOG is at Rua Padre Chagas, 35/503, Porto Alegre, Brazil.

ARTICLE III – PURPOSES

The main mission of the Group is to conduct clinical therapeutic and non-therapeutic trials, epidemiologic and translational studies to advance knowledge towards the prevention and cure of cancer. In addition, LACOG aims to: build a network of Latin American (LA) investigators in oncology; develop, conduct and coordinate translational and clinical research; cooperate with other academic networks, groups and the pharmaceutical/biotechnology industry. The ultimate goal of the LACOG is to improve prevention and cancer therapy in Latin American through research and education in the region.

ARTICLE IV - MEMBERSHIP

SECTION I – INDIVIDUAL MEMBERSHIP

A. MEMBERS

Members are scientists who participate in the scientific and/or administrative conduct of Group studies at a Member Institution. No limitation shall be made on the number of members at any institution.

Members have the following privileges:

- Participation in protocol design, coordination and publication.
- Submission of Investigator Initiated Research.
- Participate as member of LACOG Disease Committees (e.g. breast cancer)
- Registration and treatment of patients on appropriate Group protocols.
- Voting in the General Assembly
- Election or appointment to any position and/or any Committee of the Group.

New member's application needs to be supported by an active member. They are reviewed by the Executive Committee (ExCo) and must be approved by simple majority of the ExCo and General Assembly during one of the regular Group Meetings. The ExCo has the power to reject the candidate without submitting for voting at the General Assembly.

B. APPLICATION

How to apply:

- by invitation (e.g. by the LACOG Coordinating Office or Active Member)
- by participation in LACOG studies: as investigator or contributing to translational research projects
- by direct request from the candidate accompanied by a letter of support from an active member

The application must be submitted to LACOG Coordinating Office by completing: Membership Questionnaire and Number of New Cases Questionnaire. It is each member's responsibility to always keep his contact information updated.

For applications, please contact: LACOG Coordinating Office – (email: laura.voelcker@lacog.org.br or tel: +555133723835).

C. MEMBERSHIP CATEGORIES

The LACOG recognizes the following membership categories:

- **ACTIVE:** to qualify for active membership it is required to complete the membership questionnaire forms. Other expected activities are to participate in LACOG meetings, courses and provide major scientific contribution to clinical studies (clinical trials, translational or epidemiological research, etc.). Also, active members must adhere to quality assurance review procedures, which may include formal site visits.
- **ASSOCIATE MEMBERS:** new active members receive the status of "associate" member for a period of 2 years. During this period, participation in active member activities are appreciated and taken in consideration for definition of full active membership acceptance.

D. SUSPENSION AND REVOCATION OF MEMBERSHIP

Membership can be terminated at any time by member request and when recommended by the ExCo by simple majority vote of the General Assembly.

ARTICLE V – LACOG BOARD, EXECUTIVE COMMITTEE, ADVISORY AND GENERAL ASSEMBLY

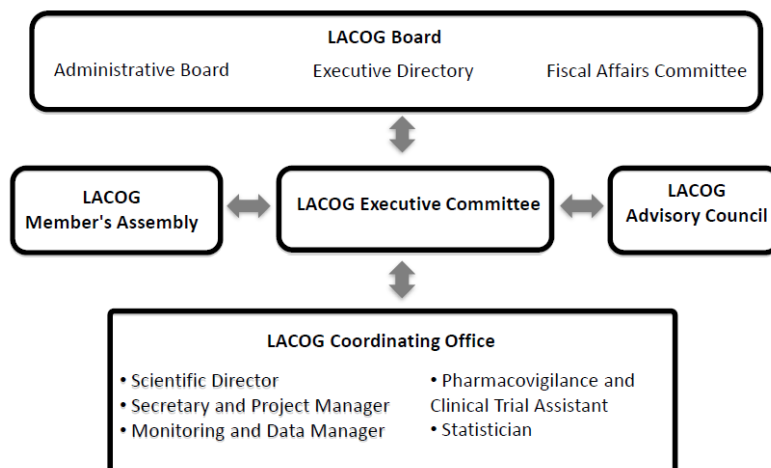
SECTION 1 – LACOG BOARD is the legal entity of the Group under Brazilian law. The Board consists of Administrative Director (President); Executive Director and Fiscal Affairs. The Board is the steering and executive body that advises the General Assembly on new activities and formulates proposals to be ratified by the General Assembly. The board meets at least once a year. The board consists of elected (voting) members and several ex officio members.

SECTION 2 – EXECUTIVE COMMITTEE is LACOG’s main scientific and decision making authority. The Executive Committee provides support to the President in the decision-making and strategy planning process. The Committee meets twice a year to see that decisions taken by the General Assembly are carried out and to ensure the proper running of the group’s activities. When requested, the Advisory Council assists it. ExCo members are elected every three years at the General Assembly, which can nominate and approve the components of the ExCo. The President, Executive Director and Scientific Director are permanent components of the ExCo. The ExCo shall invite members/non-members experts to join the ExCo for the period of one year or more (if approved by ExCo).

SECTION 3 – ADVISORY COUNCIL assists the Group by reviewing and giving input in new studies proposed by LACOG. In addition can have a role discussing the Group scientific strategy. It is composed of individuals, non-members, experts in different oncology and related fields bringing a wide range of skills and expertise.

SECTION 4 - GENERAL ASSEMBLY

Policies, proposals, and strategies are discussed and approved by the General Assembly. The General Assembly delegates specific functions to Committees or appointed persons. Active members have the right to vote in the Assembly.



ARTICLE VI – COORDINATING OFFICE

The Coordinating Office is LACOG’s administrative and management office. It has all the facilities for the design, development and management of LACOG studies. It is also the communication center of LACOG.

Address: Rua Padre Chagas, 35/503; 90570-080 Porto Alegre, Brazil.

ARTICLE VII – DISEASE COMMITTEES

The Disease Oriented Groups are composed of those members interested in the respective subspecialties/study areas. Each Committee will nominate one Chairman, appointed for 2 years and that can be re-elected indefinitely. The Committees will be asked for advice on new protocols. The Disease Committees will function as LACOG’s functional branches. A written report of each Disease Committee meeting will be sent to LACOG’s ExCo. Each Committee’s activity will be supported through funding received by running studies in the specific area. Committees will have available from LACOG the amount of 50% from each study budget balance (income and expenses balance) to support further research. The Committee can independently raise funding, and allocate resources to new academic studies. Those studies have to be approved by the ExCo. Allocation of resources for purposes other than academic studies need approval by the ExCo and Board.

ARTICLE VIII – GROUP MEETINGS

At least 2 official ExCo meetings will be held per year. The General Assembly will have a minimum of 1 meeting a year. The Disease Committees will have meetings/teleconferences as required but it is recommended that Committee members should meet or discuss strategic research development in the specific area at least 4 times a year.

An agenda for group meetings will be prepared and posted on the group’s website at least 2 weeks prior to the meeting and all members will be notified by e-mail of this. Any active member can request (in writing) additional topics to be added to the agenda.

All active members, ExCo, Board and Advisory Committee members and coordinating office representatives are admitted to the LACOG group meeting. Visitors (i.e. non-LACOG), representatives of the pharmaceutical industry and members of other cooperative groups may be granted permission to participate by the ExCo. Parts of the meeting may be declared as closed sessions limited to active and probationary members only or ExCo only. Additional meetings can be organized to address specific strategic or scientific issues.

ARTICLE IX - FINANCES

The president, the executive director and the scientific director are responsible for the finances of the group. The group receives funding from several sources:

- Private donations
- Grants from private foundations, charities, companies
- Fees from pharmaceutical/biotechnology industry partners for clearly defined management services that LACOG’s Coordinating Office and/or LACOG’s members provide in connection with clinical trials
- Scientific events (e.g. courses, conferences)

LACOG’s Coordinating Office handles all funds centrally. The President and the Executive Director of the group will review and authorize expenses. The Group releases a detailed balance report annually to be reviewed and approved in General Assembly.

Carlos Alberto Sampaio
President, LACOG

Carlos H Escosteguy Barrios
Executive Director, LACOG