

## **TERMS OF REFERENCE OF THE “BoNT EWG”**

### **Name of the Group**

Botulinum Neurotoxin Expert Working Group – BoNT EWG

### **Status**

The terms of reference set out the conditions for the BoNT EWG.

### **Scope and objectives**

- The goal of the “BoNT Expert Working Group” is to promote the implementation of the 3Rs, i.e. refinement, reduction, and replacement, in BoNT potency testing taking into account the EU Directive 86/609/EEC. The group was established to explore how to overcome current difficulties in the development, optimisation, validation and regulatory acceptance of alternative methods to the BoNT potency test in mice.
- The objectives of the BoNT EWG include, among others, providing advice and guidance on validation requirements for the proposed alternative methods and defining minimum standards in order to implement the 3Rs in BoNT potency testing. The Group will facilitate replacement, refinement and reduction strategies through reviewing data, reference materials, methods and scientific approaches. Furthermore, it will promote the standardisation of protocols. The Group will also promote awareness and transparency between the stakeholders and regulatory authorities.
- The German competent authorities BfR/ZEBET and BfArM are responsible for the establishment and management of the BoNT EWG as independent institutions. The EWG will start focussing preliminarily on the situation in Europe in order to speed up the process of the implementation of alternative BoNT potency assays in this region. Moreover, it is the intention that the group will endeavour to maintain a global approach.

### **Constitution of the BoNT EWG**

The BoNT EWG comprises experts from European regulatory authorities, 3R- and validation institutions, manufacturers and scientists. Membership and Chairmanship is determined by the EWG.

Experts from overseas will be invited as observers. In addition, a network of experts and stake-holders will be established that would join the BoNT EWG on a case-by-case basis.

### **Time frame**

The work of the BoNT EWG begins in 2009. The group meets regularly up to three times per year during a proposed time frame of four years.

### **Deliverables**

- Review research and scientific approaches of 3R- methods for their application to BoNT potency testing including identification of deficiencies
- Provide recommendations on validation requirements for alternative methods for BoNT potency testing
- Identify strategies for the implementation of the 3Rs in BoNT production process.
- Promote harmonisation and mutual acceptance criteria for regulatory purposes

### **Monitoring and Reporting**

- Minutes will be written by the secretary (host organisation) each time the BoNT EWG meets. The EWG members will agree on the content of the minutes.
- The EWG will publish a yearly report on the BfR website.

### **Governance**

Recommendations by consensus

### **Non-Disclosure Information**

The information disclosed under the framework of the BoNT EWG is confidential. Group members must only provide this confidential information to employees within their organisation who have reasonable need to see and use it for purposes to assist the EWG and who have provided undertakings to keep such information confidential.

### **Presentation of the BoNT EWG to the outside**

The BoNT EWG will elect members to act as spokespersons who are responsible for all outside communication. If other members or the spokesperson should present the BoNT EWG to the outside, the presented information has to be approved by the EWG before hand.

### **Members of the BoNT EWG**

(List of Members including contact details truncated)