

**HTA MASTER FILE DOCUMENT: SECTION 1 – ROLES AND RESPONSIBILITIES**  
**DATE UPDATED: 17/01/2011**  
**DATE OF NEXT UPDATE: 17/01/2012**

The Executive Lead on operational HTA matters will be Professor Nalin Thakker, Associate Vice President for Research Integrity.

The AVP for Research Integrity will oversee the research governance arrangements for HTA through the Senior Research Policy Officer, Mrs April Lockyer and the Research Policy Officer (Human Tissue), Ms Andrea Evans. He will monitor developments further through chairmanship of the Research Conduct and Accountability Committee.

The Designated Individual (DI), Professor Giorgio Terenghi, has statutory responsibilities under Section 18 of the HT Act 2004. The DI is accountable to the HTA for research tissue handled under the authority of the University Licence and for making relevant University staff aware of this policy.

The Research Policy Officer (Human Tissue) is accountable to the DI and will act on his behalf to oversee adherence to the University Licence and to this policy.

Persons Designated (PD) are accountable to the DI and are responsible for ensuring that this policy is observed in respect of human tissue which is handled under the authority of the University Licence and for which they have responsibility. This includes making all staff that handle such tissue aware of this policy. PDs can “direct” others in relation to the Act on behalf of the DI. PDs will be assigned to areas of the University either geographically, by research area or by collection type. Training and guidance for PDs will be provided by the Research Policy Officer, the DI or via online HTA training modules. The Research Policy Officer will maintain a list of PDs and their training status.

All staff collecting, storing or using human tissue for research under the University Research Licence are accountable to the relevant PD(s) and the DI for undertaking work in compliance with this policy. In compliance with the Research Licence issued by the HTA, the University of Manchester expects all persons operating on University sites to comply with the HT Act 2004 and its subsequent amendments, and to comply with all Codes of Practice issued by the HTA and relevant University Wide and/or local Standard Operating Procedures (SOPs).