

10 October 2014

ENCePP Working Groups: Report from the Chair¹

Date of last report: February 2014

Working Group:	GUIDANCE FOR DATA INTEGRATION
Chairperson:	Nawab Qizilbash

1. Key deliverables from current ENCePP Work Plan:

KEY DELIVERABLE	MILESTONES	STATUS
Development of a stand-alone ENCePP Guide on Data Integration and Pooling of Studies.	Consolidate the membership and scope of the Drafting Group established Q4 2012.	Completed
	Deliver scope document including proposal for expertise to be involved.	Completed
	The Drafting Group to compile and review existing guidances.	Completed
	Finalise and publish a guidance document following expert peer review and public consultation.	Due in Q2 2015

2. Summary of activities:

- Number of meetings & dates:**

Series of TCs (3/3/2014, 31/3/2014; 15/4/2014, 13/6/2014) to progress drafting of Guide.

F2f meeting on 29/9/2014 to finalise consolidated Guide document for WG1 input and expert peer review.

- Progress Update:**

As detailed in table above.

3. Next steps / Milestones:

The aggressive approach to finalising the guidance with at least monthly TCs has resulted in a mature draft agreed with input from WG1 for external/public. The next steps are to:

- Send the current draft to WG1 mid-October 2014 to allow a month for comments.
- Present an almost final guide, incorporating comments from WG1, at the ENCePP Plenary meeting in November 2014.

¹ This report is to be completed twice a year in advance of each biannual ENCePP SG face-to-face meeting, and presented to the SG by the relevant working group Chair. Following endorsement of the report, it shall be published on the ENCePP website.

- Circulate the draft to selected external experts Q4 2014 – Q1 2015.
- Circulate an updated version for public consultation Q1 – Q2 2015
- Publish guidance document on ENCePP website
- Disseminate guidance document via external publications