

Guidelines of the Nordic Pancreas and Islet Transplant Group (NπTG) in Scandiatransplant
(These Guidelines were approved at the Nordic Pancreas and Islet Transplant Group Meeting October 27, 2016)

ARTICLE I – Name and main objectives

Section 1: The name of the organization is the Nordic Pancreas Transplant Group (NπTG), founded in 2013.

Section 2: The main objectives for NPTG are to:

- Create a forum for discussion on questions relevant to cooperation and exchange of information between the Nordic transplant centers and the Scandiatransplant organization.*
- To support and increase the pancreas and islet transplant activity within Scandiatransplant*
- Prepare issues and matters relevant to pancreas and islet transplantation coming up for discussion and decision at the Scandiatransplant Representatives' meeting.*
- Plan and agree on studies using the Scandiatransplant transplant database.*
- Agree on data to be presented in the annual report at the Scandiatransplant Representatives' meeting.*
- Yearly evaluation of the exchange of pancreases and Islet for transplantation.*

ARTICLE II – Organization

Section 1: At least one member shall be appointed to the Group from each hospital involved in pancreas and/or transplantation.

In addition one member of the Scandiatransplant staff and one transplant coordinator are appointed to be part of the group.

One person is appointed as chairman. A new chairman should be appointed every 3rd year, however it's allowed to be re-elected one time (total 2 x 3 years). Chairman candidates should be announced to all present NπTG members at least one week before the annual meeting.

ARTICLE III – Tasks and responsibility

Section 1: NπTG defines at the annual meeting each year what tasks should be looked into the next year.

Members make use of electronic devices such as phone/fax/mail for taking decisions between the "face to face" meetings.

ARTICLE IV – Meetings

Section 1: The date, time and place of the bi annual meeting shall be set by the NπTG at the present meeting.

Section 2: Extra meetings may be called by the members of the group.

Section 3: Notice of each meeting shall be given to each member, by e-mail, not less than one month before the meeting.

Section 4: The agenda for the meeting should be sent out by e-mail at least two weeks ahead of the meeting.

ARTICLE V - Committees

Section 1: When needed the group may form ad hoc working groups with a specific interest or task. The NπTG appoints and agrees upon the members of the ad hoc group and decides on overall policy and principles governing the activities.

ARTICLE VI – Publications and Scandiatransplant database

Section 1: Any member of the NπTG can make a suggestion on a topic for an article using data from the common database.

Section 2: The group must be consulted and give its acceptance on the relevance of each publication.

Section 3: Authors shall be those who significantly contribute to produce the publication.

Section 4: All publications and reports using other country or Centre data must be presented to and accepted by all involved centers.