

## 1. IRG/SRG/SEP Fields Validation

These validations of the conditions described below must be executed if at least one of the following fields is changed:

- IRG Code
- IRG Flex Code
- SRA Designator
- SRA Flex
- Group
- Group Ext Code

See algorithm section after this table for additional information on how to determine if meeting is IRG, SRG, SEP, or IC Placeholder. The “meeting” is a combination of IRG Code and (optionally) IRG Flex fields.

#	Condition that causes Error/Warning	Error/Warning Text
1	If meeting is a SEP and SRA Designator, Group Code or Group Ext Code are not entered, then error	You must enter SRA Designator, Group Code and Group Extension Code for SEP meeting.
2	If meeting is NOT a SEP and SRA Designator or SRA Flex Codes are entered, then error	You cannot enter SRA Designator/Flex for IRG/SRG meeting.
3	If meeting is a SEP and IRG Flex Code is entered, then error	You cannot enter IRG Flex Code for a SEP meeting
4	Check that combination of IRG Code and IRG Flex entered is valid (see Validate IRG Code Algorithm)	You have entered an invalid IRG code. Please check with CMTE Management office.
5	If Group Ext Code is entered and is not one of the following:  B SBIR C Conflict other than member F Overflow I Initiatives (Concept review code) M Member conflict P Any P activity code Q Lack of quorum S Special V Aids, Virology A Area L Fellowship R RFA 1 Non-CSR other group 2 Non-CSR other group X Pioneer Virtual Meeting	The Group Ext Code you have entered is invalid. Please pick a valid Group Ext Code from the List of Values for that field.
6	If IRG Code is not entered, but at least one meeting field is entered (such as IRG Flex Code, etc.), then error	You must enter IRG Code.

7	If meeting is a Placeholder and IRG Flex Code or SRA Flex Code, or Group Ext Code are no blank, then error	IRG Flex, SRA Flex, and Group Ext Code must be blank when entering an SRC 99 placeholder.
8	If IRG Code is 'NSS' and the Activity Code of the Grant is R37 AND Type of the Grant is 4 then error	The IRG Code you have entered is incorrect.
9	If meeting is an IC Placeholder and existing Primary IC of the grant is blank	The Primary IC of the Grant # must be assigned before application can be moved to SRC 99
10	If meeting is a SEP, then SRA Designator and SRA Flex fields must be valid (see Validate SRA Designation algorithm)	The SRA Designator you have entered is invalid. Please check with CMTE Management office.
11	If IRG Code and IRG Flex combination does not match one of the PI requested IRG Code/Flex combinations then warning	Warning: You are assigning application to the Study Section other than requested by PI. OK to proceed?
12	IF IRG Code and IRG Flex combination matches one of the PI requested IRG Code/Flex combinations then warning	Warning: You are assigning application to the Study Section which PI requested not to be assigned. OK to proceed?
13	If combination of existing IRG Code/Flex and SRA Designator Flex fields AND combination of changed IRG Code/Flex and SRA Designator fields from the same IRG Cluster, then error	You cannot submit request to move application within the same IRG Cluster. Please use Peer Review system to do so.
14	If IRG Code entered is "ZRG1" and SRA Designator is "SRC"	The SRC 99 Placeholder meetings are allowed only for non-CSR Administered meetings.
15	If IRG Code starts with Z and ends with 1, then 2 <sup>nd</sup> and 3 <sup>rd</sup> characters must be a valid IC code that is designated for use in DRR.	The IRG Code you entered is incorrect.

## 1.1 Algorithms

### 1.1.1 Validate IRG Code

To determine if IRG Code is Valid, check the Combination of IRG Code and IRG Flex against CMTE management table of IRG Codes, and check that the CMTE to which this IRG/Flex combination reports to has an effective end date as blank or the effective end date is in the future AND the effective start date is blank or the effective start date is in the past AND termination date of that CMTE blank or is in the future.

### 1.1.2 Validate SRA Designation

SRA Designation is Valid, if combination of SRA Designator/Flex fields is in the CMTE Federal Staffs table, and federal Staff Code is 'S' and the start date of the federal staff is blank or before the date of the Council of the meeting, or the end date of the federal staff is blank and after the Council of the meeting. Council of the meeting is the Council Date on the Assignment Change request Form.

### 1.1.3 Determine that Meeting is a SEP

Meeting is a SEP if IRG Code starts with 'Z', is four (4) characters long, and has '1' as a last character, and SRA Designator Code is not 'SRC' and Group Code is not '99'.

### 1.1.4 Determine that Meeting is IRG (Initial Review Group)

Meeting is an IRG, if combination of IRG Code and IRG Flex fields (note that IRG Flex field can be blank)

is designated in Committee Management to report to a Committee that has a designation as UMBR (Umbrella).

1.1.5 Determine that Meeting is SRG

Meeting is an SRG, if combination of IRG Code and IRG Flex fields (note that IRG Flex field can be blank) is designated in Committee Management to report to a Committee that has a designation as SRG.

1.1.6 Determine that Meeting is IC Placeholder

Meeting is an IC Placeholder, if IRG Code starts with Z and ends with 1, SRA Designator is 'SRC' and Group Code is "99".