

# REGULATION ON THE ORGANIZATION AND ACTIVITIES OF THE TÜRKİYE MATERNITY, CHILD AND ADOLESCENT HEALTH INSTITUTE

## PART ONE: Purpose, Scope, Legal Basis and Definitions

### Purpose and Scope (ARTICLE 1)

(1) The purpose of this Regulation is to regulate the establishment, organizational structure, duties and powers, and the working procedures and principles of the Türkiye Maternity, Child and Adolescent Health Institute.

(2) This Regulation covers the organizational structure and activities of the Türkiye Maternity, Child and Adolescent Health Institute and the acts and procedures relating thereto.

### Legal Basis (ARTICLE 2)

(1) This Regulation has been prepared on the basis of paragraph three of Article 11 of the Law on the Establishment of the Health Institutes of Türkiye and on Amendments to Certain Laws and Decree Laws No. 6569 dated 19/11/2014.

## Definitions and Abbreviations (ARTICLE 3)

(1) In this Regulation:

- **R&D:** research and development activities in the field of health science and technologies,
- **Minister:** the Minister of Health,
- **Ministry:** the Ministry of Health,
- **President:** the President of the Health Institutes of Türkiye,

- **Health Institutes of Türkiye (TÜSEB):** the Health Institutes of Türkiye,
- **Institute (TAÇESE):** the Türkiye Maternity, Child and Adolescent Health Institute,
- **President of the Institute:** the President of the Türkiye Maternity, Child and Adolescent Health Institute,
- **Law:** the Law on the Establishment of the Health Institutes of Türkiye and on Amendments to Certain Laws and Decree Laws No. 6569 dated 19/11/2014,
- **Board of Directors:** the Board of Directors of the Health Institutes of Türkiye.

## PART TWO: Duties and Powers of the Institute

### Duties and Powers of the Institute (ARTICLE 4)

(1) The duties and powers of the Türkiye Maternity, Child and Adolescent Health Institute are as follows:

- a) To ensure the production, use, and utilization of techniques and methods for determining the causes of diseases related to maternal, child, and adolescent health and for their prevention, diagnosis, and treatment; for this purpose, to establish cooperation and partnerships with relevant institutions and organizations in the private, foundation, or public sectors; and to support entrepreneurship in these fields.
- b) Each year, with respect to maternal, child, and adolescent health, and taking into account the priority national problems identified by statistics, the objectives of the development plan, and the priorities determined by the High Council of Science and Technology, to announce the fields of work to be encouraged in order to meet the need of our country for advanced technology and innovation. To issue calls for research projects, provide financial or scientific support, coordinate, encourage, and monitor them, and for this purpose to develop programmes and projects; to organize project markets, science fairs, competitions, and similar events; and, within the framework of the procedures and principles to be determined by the Board of Directors, to provide capital support in the form of grants and/or loans, with or without collateral, and make advance payments.
- c) Within the framework of the procedures and principles to be determined by the Board of Directors, to follow national and international patents within the field of duty of TAÇESE in a manner that will protect and develop intellectual property rights, and to discover and realize new patent application areas. To undertake initiatives for intellectual rights, licensing, and transfer of knowledge, and to submit proposals to the President regarding the purchase and sale of intellectual property and licensing rights and the establishment of partnerships in this regard.
- ç) To ensure the production, promotion, use, and utilization of vaccines, medicines, medical devices and products, and techniques and methods for diagnosis and

treatment that are produced or developed as a result of R&D; for this purpose, to establish cooperation and partnerships with relevant sectors; and to support the conversion of the outputs obtained into current value and entrepreneurship in these fields.

- d) Within the scope of its duties and powers, to use or allow the use of all kinds of resources, including health institutions, research hospitals, institutes, R&D centres and laboratories, human resources, physical premises and infrastructure, equipment, and financing belonging to public and private legal entities in the country or abroad, within the framework of a cooperation and/or joint use protocol.
- e) Within the framework of the procedures and principles to be determined by the Board of Directors, to provide researchers with a scientific environment within its field of duty.
- f) To carry out field research, R&D, publication, and consultancy services to be requested by the Ministry and its affiliated institutions within its field of duty.
- g) To apply for projects using public resources and for projects financed by public institutions and organizations.
- ğ) In cooperation with the affiliated institutions of the Ministry, higher education institutions, the private sector, and specialist associations, to provide scientific contribution to the Turkish Institute for Health Services Quality and Accreditation in determining the quality and accreditation rules in health services and training related to maternal, child, and adolescent health, and to cooperate with the said Institute.
- h) For the purpose of putting into practice scientific and technological developments within the Institute's fields of interest and encouraging R&D, to organize and implement seminars, symposia, colloquia, courses, conferences, and similar events, as well as educational programmes envisaging the issuance of certificates.
- ı) To develop joint studies and projects with international organizations operating in the fields of maternal, child, and adolescent health. To follow publications related to scientific and technological developments, publish those deemed necessary after translation, and make publications related to its field of duty and activities.
- ı) To develop cost-effective and feasible projects, suitable to our national realities, in fields related to maternal, child, and adolescent health for use in crisis situations such as war and natural disasters.
- j) To support projects aimed at reducing maternal and infant mortality and caesarean section rates in Türkiye.
- k) To provide scientific opinion, in line with examples of good clinical practice in the world, on the updating of national antenatal, newborn, and premarital screening programmes, and to meet the need for advanced technology and innovation in this regard.
- l) To review the legislation within the Institute's fields of interest and to make up-to-date proposals in line with international examples of good practice.

- m) To develop projects that increase inter-institutional coordination through e-government systems in matters within the Institute's fields of interest.
- n) In the process of determining national population policies, to examine examples of good practice abroad concerning the measures to be implemented in order to protect maternal and child health. To develop projects that increase inter-institutional cooperation in this regard.
- o) To conduct activities that increase academic awareness concerning newly emerging methods of early diagnosis and treatment in maternal, child, and adolescent diseases.

## **PART THREE: Organizational Structure and Units of the Institute**

### **Organizational Structure of the Institute (ARTICLE 5)**

- (1) The Institute consists of the Presidency of the Institute, Scientific Boards, and the other units specified in this Regulation.
- (2) The President of the Institute shall be required to hold at least the rank of associate professor, to have a good command of at least one of English, German, or French, to have worked for at least ten years in the public and/or private sector in fields related to maternal, child, and adolescent health, and to have scientific studies published in internationally qualified journals in fields related to maternal, child, and adolescent health.
- (3) The President of the Institute shall be appointed by the Minister for a term of three years upon the proposal of the President. A President of the Institute whose term has expired may be reappointed in the same manner for two further terms.
- (4) The President of the Institute may, where necessary, be dismissed before the expiry of the term of office in accordance with the procedure governing the appointment.

### **Duties of the President of the Institute (ARTICLE 6)**

- (1) The duties of the President of the Institute are as follows:
  - a) To manage and represent the Institute.
  - b) To chair the Scientific Boards of the Institute.
  - c) To prepare R&D project proposals under one million Turkish lira accepted by the Scientific Boards of the Türkiye Maternity, Child and Adolescent Health Institute and submit them for the approval of the President, to submit R&D project proposals over one million Turkish lira to the Board of Directors of TÜSEB, and to carry out the R&D projects deemed appropriate by the President.

- ç) To submit proposals to the President regarding membership of the Institute in international or regional organizations related to the Institute's field of duty and the representation of the Institute before such organizations.
- d) To submit proposals to the President regarding the determination of the members of the Scientific Boards of the Türkiye Maternity, Child and Adolescent Health Institute to be established.
- e) To carry out the duties assigned by the President within the framework of this Regulation and other relevant legislation.

## Formation, Working Procedures and Duties of the Scientific Boards (ARTICLE 7)

(1) The Scientific Boards shall be formed and operate as specified in the Regulation on the Scientific Boards to be Established within the Body of the Health Institutes of Türkiye published in the Official Gazette dated 18/12/2015 and numbered 29566.

(2) The Scientific Board shall be established to provide recommendations on determining the scientific policy, objectives, working procedures and principles of the Institute and on preparing research strategies.

(3) The Scientific Board shall consist of at least 6 and at most 10 members under the chairmanship of the President of the Institute. The members shall be selected by the President for a term of two years, upon the proposal of the President of the Institute, from among persons who hold at least a doctoral degree in the Institute's fields of interest and who have distinguished themselves by their works, research, inventions, or studies, or who have successfully established and/or managed scientific and technological systems, institutions, and units. A member whose term has expired may be selected again in the same manner.

(4) In the event that one of the Board memberships becomes vacant for any reason, a new member shall be assigned to complete the remaining term upon the proposal of the President of the Institute and the approval of the President.

(5) Membership shall automatically lapse for those who, without an excuse accepted by the chairperson of the board, fail to attend three consecutive meetings or a total of five meetings within one year, or who, even if excused, do not attend more than half of the meetings held within one year.

(6) The agenda of the Scientific Board shall be determined by the chairperson of the board. However, each member of the Scientific Board may notify the chairperson in writing of matters which he or she wishes to be placed on the agenda.

(7) The Scientific Board shall convene at least four times a year upon the invitation of the chairperson with a quorum of two-thirds of the full number of members, and decisions shall be taken by absolute majority of the members present at the meeting. In the

event of a tie, the vote of the chairperson of the board shall prevail. The decisions of the Scientific Board are advisory in nature.

(8) According to the subjects on the agenda, domestic and foreign experts may be invited to the meetings of the Scientific Board by the chairperson, without the right to vote, for the purpose of consulting their views, and such persons may be requested to prepare reports.

(9) All expenses related to the work of the Scientific Boards shall be covered by the Institute, and secretariat services shall be carried out by the Institute.

(10) Attendance fees shall be paid to the members of the Scientific Board in accordance with the procedures and principles specified in the Regulation on the Scientific Boards to be Established within the Body of the Health Institutes of Türkiye.

(11) Within the body of the Institute, five Scientific Boards shall be established to work on Maternal and Perinatal Health, Newborn and Child Health, Maternal, Child and Adolescent Preventive Medicine (screening programmes, nutrition, vaccination, protection from accidents), Adolescent Health (combating addiction and disability, gender equality), and Women's and Child Health in Crisis Situations. Sub-working groups may be formed within the Scientific Boards as needed. Which Scientific Board shall address the matters to be evaluated shall be determined by the President of the Institute, taking into consideration its relevance to the scientific field.

## Other Units and Their Duties (ARTICLE 8)

(1) The following units may be established within the Institute:

1. Project and R&D Coordination Unit.
2. Preclinical and Clinical Research Unit.
3. Documentation and Study Monitoring Unit.
4. Biostatistics and Epidemiology Unit.
5. Allergic Diseases Unit.
6. Antenatal and Newborn Screening Kits Development Unit.

7. Genetic Diseases and Bioinformatics Unit.

## **PART FOUR: Final Provisions**

### **Entry into Force (ARTICLE 9)**

- (1) This Regulation shall enter into force on the date of its publication.

### **Execution (ARTICLE 10)**

- (1) The provisions of this Regulation shall be executed by the President.