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Science Applications International Corporation
An Employee-Owned Company

STANDARD OPERATING PROCEDURES

SCIENCE APPLICATIONS INTERNATIONAL CORPORATION
Cognitive Sciences Laboratory
Institutional Review Board
Standard Operating Procedures
dated January 8, 1992

(1) Policy. The Institutional Review Board (IRB) of the Cognitive Sciences Laboratory will operate in full compliance with Company Policy on research involving human subjects, as promulgated in the Policy on Research Involving Human Subjects.

(2) Location. The IRB will be based at the primary location of the Cognitive Sciences Laboratory, in Menlo Park, California, but it may meet from time to time in other locations as circumstances require.

(3) Office of Record. The office of record for IRB files is the primary location of the Cognitive Sciences Laboratory, in Menlo Park, California. All records of IRB proceedings, background material, correspondence and membership information will be maintained in a secure file at the Laboratory in Menlo Park.

(4) Membership. The IRB shall be composed of at lease 8 voting members. A quorum shall consist of a minimum of 5 voting members. Members of the IRB will be chosen by the Company so as to meet all federal guidelines relating to member qualifications.

A chairperson will be appointed by the Company from among the voting members. Membership on the IRB will be for a term of three (3) years, with reappointment at the pleasure of the Company. Members may decline reappointment and may elect to leave the IRB at anytime.

(5) Meeting Schedule. The IRB shall meet at least once each year, or more frequently at the call of the Chairperson or the Company.

(6) Functions. The IRB functions are as follows:

a) Review and approve all research activities involving human subjects, acting in cognizance of all federal guidelines for such review; no research involving human subjects may be initiated without IRB approval; research activities will be presented to the IRB in the form of one protocol for each discrete and different experiment, and each protocol will have incorporated into it in the form of recording the informed consent of research subjects.

b) Receive scientific briefings on the research activities of the Cognitive Sciences Laboratory so as to become informed not only of those aspects involving human subjects but also of all other aspects of the research as well; as a result, the IRB collectively or individual members may wish to communicate with the Scientific Oversight Committee and/or the Laboratory Director or scientific aspects of the research activities.

c) Receive briefings and written reports of research progress so as to be able to judge compliance of research activity with the originally approved protocols.

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d) Receive and evaluate for possible new recommendations to the Company suddenly arising new information about the approved research protocols, or the research subjects, which may affect the health and safety of the subjects, the Laboratory Director, in accordance with federal guidelines, is required to bring such new information immediately to the attention of the IRB chairperson, and to the IRB as a whole.

(7) IRB Results. The IRB may approve research protocols as presented, may approve contingent upon changes being made or may disapprove research protocols. Research of IRB deliberations will be prepared in the form of minutes, the minutes will be signed by the chairperson and will be forwarded to a Company official outside of the Cognitive Sciences Laboratory who has authority over this laboratory and can respond for the Company to IRB results.

(8) Administration Support. The IRB will have an Executive Secretary who is an employee of the Company who maintains the records of the IRB, prepares minutes of meetings for the chairperson and accomplishes such other administration support of the IRB as may be required.

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