

Publication Guidelines for the use of GEM Repository

[Version: July 2024]

This document outlines the applicable guidelines for publishing peer-reviewed papers that present Research Results attained from the use of Genomic Epidemiology Branch (GEM) Repository Resources (Material and/or Data) held at the International Agency for Research on Cancer. These guidelines are governed by the GEM Repository Coordinating Centre (GEM Repository CC) and should be read in conjunction with the GEM Data and Biospecimen Access Policy (the “Policy”). The capitalized terms and expressions used in this document have the meaning ascribed to them in the Policy.

Publication policy

- Publications based on laboratory analysis of GEM Biospecimens (e.g., tissue, urine, plasma, serum, red blood cells or DNA samples), and/or GEM Data will be planned with, and supervised by the GEM Repository AC. The following applies:
- Proposals for which specific topics will lead to data analysis and publication of results may be put forward by the GEM Repository AC members, any other researcher from Providing Centers contributing to the GEM Repository.
- Supervision of the analysis of the data and preparation of manuscripts for publication relative to a given topic will be entrusted to a member of GEM Repository AC, and researchers from the Providing Centres and IARC/WHO, with one researcher being responsible for the coordination of the group.
- The GEM Repository AC has the authority to decide whether specific papers shall be published with the complete author list (as indicated in Authorship rules below).
- In principle, for the major cancer research topics as identified by the GEM Repository AC, if one (or more) Approved Investigator(s) identifies a subject in order to prepare a paper using GEM Resources, they will notify the GEM Repository AC thereof and produce the said paper within 12 months from the notification date. No other Approved Investigator will publish or try to publish with respect to the subject duly stated during the said period of time. This period of time may be renewed once, upon request of the Approved Investigator(s), and after justification of effective work already made on the intended paper. Should no publication on the stated subject be made within the above-mentioned period of time, another Approved Investigator(s) may retain this subject. A new period of time may be open.

In all publications, due acknowledgment will be made of funding bodies, as applicable.

Approval of manuscripts

Any manuscript based on GEM Resources must be approved by all GEM Repository AC members before being submitted to a scientific journal for peer-review. To facilitate timely approval of manuscripts and submission to a journal, the following steps should be followed:

- Ahead of preparation of the full manuscript, the writing group prepares an initial abstract which is then circulated to the GEM Repository AC members (email: GEP@iarc.who.int) with a request for approval and assignment of co-author representatives from the Providing Centres according to the Authorship rules below. Should a member of the GEM Repository AC not approve of a manuscript moving forward, they should at this point indicate as such. The GEM Repository AC members are then given 2 weeks, with one single reminder after 2 weeks, to nominate co-authors.

- After this 2-week period the authorship list for the manuscript is provisionally final, though additional co-authors may be added during the writing phase. However, there will be no further circulation to the GEM Repository AC requesting nomination of co-authors.
- The manuscript writing team will share draft versions of the manuscript with the nominated co-authors and will encourage their engagement in the finalization of the article.
- For Providing Centres that do not propose co-authors for a particular manuscript, reference to the use of that Providing Centre's data and/or samples should be made in the manuscript's acknowledgement section, and the name of the Providing Centre's PI should be indicated. As an example:

"We acknowledge the use of data and biological samples from the MUTOGRAPHS series in United Kingdom, PI Rebecca Fitzgerald"

- The updated funding statement (See details provided at the end of this document) should be included in all manuscripts.
- The manuscript can be submitted to a journal when all the co-authors are in agreement. The final submitted draft should be shared with the GEM Repository AC and the GEM Repository AC administrator for their records.
- Final, accepted versions of manuscripts should be sent to the GEM Repository AC administrator (via GEP@iarc.who.int) for uploading to the GEM SharePoint.

When circulating the paper and asking for comments, please ask authors to:

- a. State any conflict of interest, and
- b. Check whether affiliations and acknowledgments are still correct and up to date.

Notes

- All authors should satisfy the ICMJE requirements for manuscript authorship: <https://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>

Authorship rules

- The writing group members should occupy the initial author positions. As a general guidance, this group should be limited to no more than 5-7 members but can be expanded if deemed necessary.
- Following the writing group members, the representatives of the individual Providing Centres should be listed, grouped by country, in alphabetical order of country, and according to the agreed number of authors per Providing Centre. The final author positions should be occupied by IARC/WHO, and then the senior authors. Individual Providing Centres may choose not to nominate authors for every paper.
- 1 or 2 co-authors should be listed from each Providing Centre from which GEM Resources were used, and each Local PI is responsible for evaluating whether their co-authors comply with the authorship guidelines.
- The involved Providing Centres may also include any text in the Acknowledgment section of the manuscript to highlight the contribution of funders or individuals. Publications should also include 1-2 co-authors from the GEM Repository CC, depending on the level of involvement in the analysis within the Cleared Research Project. Some involved Providing Centres may have additional procedures for review and approval of manuscripts prior to submission which must be followed.

- In addition, the Approved Investigator must acknowledge the contribution of the IBB where applicable, by including at the minimum the following acknowledgment: “the research was made possible using the data/samples provided by the IARC Biobank”.

Notes

- As a general rule, where a particular Providing Centre has not contributed biospecimen or data, collaborators from this Providing Centre will not be included in the author list. Exceptions based on individual contributions to a specific paper may be considered.

Funding Statement and Disclaimer (to be included in all manuscripts)

Financial support:

The coordination of the GEM Repository is financially supported by International Agency for Research on Cancer (IARC).

Disclaimer:

Where authors are identified as personnel of the International Agency for Research on Cancer/World Health Organization, the authors alone are responsible for the views expressed in this article and they do not necessarily represent the decisions, policy or views of the International Agency for Research on Cancer / World Health Organization.