



ILSI Research Foundation Peer Review Policy for Self-Published Works

(04 January 2016)

Purpose

The mission of the ILSI Research Foundation is to improve environmental sustainability and human health by advancing science to address real world problems. In order to achieve this mission, ILSI Research Foundation is committed to the principles of academic and scientific integrity, as well transparency in the scientific process. To this end, ILSI Research Foundation recognizes the incomparable value of publication in a refereed, peer reviewed, scientific journal. Journal publication ensures that ILSI Research Foundation's scientific works meet the highest standards of scientific quality and assures users of ILSI Research Foundation's scientific documents that they have been produced in accordance with the accepted principles and practices of the relevant scientific disciplines. For this reason, publication in a scientific journal will always be the preferred option for ILSI Research Foundation science. However, in recognition of ILSI Research Foundation's mandate to support both the development and application of sound science for public benefit, there will be times when journal publication is not an appropriate mechanism for the distribution of ILSI Research Foundation's work; for example, when the utility of a publication is such that the delay necessary for journal publication would be detrimental to ILSI Research Foundation's mission. In such cases, ILSI Research Foundation remains committed to the principles of scientific peer review. The purpose of this policy is to outline the procedures that ILSI Research Foundation will follow in order to ensure that scientific documents disseminated by ILSI Research Foundation meet the same scientific quality standards as those published in scientific journals.

About this Policy

This peer review policy has been developed through consultation with the advisory council of the Center for Environmental Risk Assessment (CERA) within the ILSI Research Foundation and presented to the ILSI Research Foundation Board of Trustees. It is a "living" document, and subject to change in order to improve the effectiveness of the policy for ensuring quality science in ILSI RF publications. The current version of this policy will always be available on the ILSI Research Foundation website (www.ilsirf.org) because ILSI Research Foundation understands that, in addition to scientific rigor, a transparent peer review process is essential for ILSI Research Foundation publications to be perceived as credible.

Peer Review Procedure

Special Editor

For scientific documents that ILSI Research Foundation determines will be published independently, the first step will be to identify a Special Editor. The Special Editor will be selected on an *ad hoc* basis and will have scientific expertise relevant to the document being reviewed. In addition, the Special Editor must be an expert that has no prior direct involvement in the authorship or review of the document, and will provide a declaration that there is no personal financial or intellectual conflict that would prevent them from discharging their duties. The job of the Special Editor will be to serve the role that the editor of a scientific journal would normally perform. This includes identifying the appropriate scientific experts to review the document and receiving their reviews and recommendations. Upon receiving the reviewer's

comments, the Special Editor will determine what revisions are necessary before the paper can be published by ILSI Research Foundation. The Special Editor will also receive any revisions to the scientific document from ILSI Research Foundation and have final authority to determine whether a document is published.

The identity of the Special Editor will be made available either within the final published document or on ILSI Research Foundation's website.

Reviewers

Each scientific document will be reviewed by two or more scientific experts in the subject of the document. Reviewers cannot have prior direct involvement in the authorship of the document undergoing review, and will provide the Special Editor with a declaration that they have no personal or financial conflict that would prevent them from discharging their duties. Under normal circumstances, the identities of individual reviewers will not be disclosed; however ILSI Research Foundation will consider acknowledging the contribution of reviewers under special circumstances or when the reviewer requests acknowledgment.