

December 18, 2008

SUBJECT: Midwest Area Publication Policies

TO: Research Leaders/Laboratory Directors/Center Directors

FROM: Larry Chandler, Director

This memo is intended to provide guidance to all MWA locations on current ARS authorship policies. Please refer to P&P 152.2 (May 12, 1997) entitled "Authorship of Research and Technical Reports and Publications." **Please distribute to all employees at your location.**

All Category 1 (career) scientists are required to publish their research findings; this is a critical element of their annual performance plan and is looked at as a key component within their assigned position. Category 1 scientists are encouraged to publish their results in refereed peer-review journals.

Category 4 (service) scientists are also encouraged to publish results of their assigned programs in referred peer-review journals, as well in other publications as appropriate.

Category 2 (temporary research associates) scientists likewise are asked to publish the results of their research in appropriate journals.

Category 3 support scientists and category 7 technicians do not direct research programs and thus do not have authorship of scientific papers as a critical element of their job assignment and annual performance.

Per P&P 152.2: *The question of who should be an author is fundamentally an issue of scientific ethics. Each author must have participated sufficiently in the work to take public responsibility for the content of the article. This participation must include:*

- *Conception or design, or analysis and interpretation of data, or both; and,*
- *Drafting the article or revising it for critically important intellectual content; and,*
- *Final approval of the version to be published.*

All elements of an article critical to the main conclusions must be attributable to at least one author. The order of names on a multi-authored article will be decided by the group responsible for the research.

Participation solely in the collection or summarization of data does not justify authorship.

The issue of “credit” for performance evaluation or the RPES relates to actual role rather than order of names, and is a separate issue beyond the scope of the P&P.

All individuals to be listed as authors, regardless of the classification of their positions, or other affiliation, must meet these authorship guidelines.

Within the MWA, our policy remains as in previous years, all authorship decisions will be determined by Cat 1, 2, or 4 scientists and their immediate supervisors. All decisions to include Cat 3 or 7 employees as authors must be documented with a statement in the Remarks section of the ARS Form 115 “Request to Submit Manuscript for Publication” indicating how the employee *meets each* of the criteria listed above. Justification statements must be convincing. The 115s for any Cat 3 or Cat 7 employee authorship will be sent to the Area Office and will be approved by the Area Director (or designee) prior to manuscripts being submitted to the indicated publication source. Approval by the Area Director will assure that this policy is being adhered to and adequate justifications are provided. Cat 3 or 7 employees writing papers as part of their graduate studies program must also add a statement to the documentation that acknowledges their educational activity.

Thank you in advance for your cooperation in managing this policy.

cc:
Administrative Officers
Secretaries