	Seventh Meeting of the Advisory Committee *La Rochelle, France, 6 - 10 May 2013* **Publication of meeting documents** *Secretariat*

RECOMMENDATION

The Working Groups and the Advisory Committee is requested to:

1. Consider the issues raised and decide which of the options presented they wish the Secretariat to implement.

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1. PUBLICATION OF MEETING DOCUMENTS

The Secretariat has recently been informed that submitting papers to ACAP's Working Groups or Advisory Committee meetings (and to other similar fora) might potentially raise issues for the subsequent publication of manuscripts in peer-reviewed journals.

Despite a statement on all meeting documents that they must not be used for other purposes (see footer on page 1 of all meeting papers), once available online, these documents are able to be cited and are effectively 'public' and thus published (even if without ISSN and ISBN). Journal editors might therefore reject a manuscript submitted for publication on grounds of re-publication if they deem that it is not significantly revised from the meeting paper. This might discourage authors from presenting their latest research to the meetings, and thus delay the Working Groups being able to use new information.

If authors do have concerns that submitting documents to ACAP meetings might jeopardise the chances of their work being accepted for subsequent publication in a peer reviewed journal, the following options could be put in place to deal with this issue:

1. The Secretariat posts the documents on the ACAP website, but they will only be accessible with a password issued to Advisory Committee/Working Group members and meeting delegates. In addition, the documents can be removed from the secure part of the website after the meetings conclude.

2. The documents are circulated by email only to Advisory Committee/Working Group members and meeting delegates.

3. Authors submit a short (1 page?) summary of the paper as a meeting document that is freely available from the ACAP website in addition to any restricted publication within the AC/Working Group meetings to ensure transparency.

While the Secretariat has the ability to hide papers from public access, the Working Groups and the AC might wish to consider the potential implications of doing so in terms of perception of transparency of the work undertaken by the Working Groups and the AC.

The Secretariat welcomes the proposal of other alternatives not already presented here.