

BEEP PROJECT - CHART FOR THE PUBLICATIONS OF DATA

BEEP is a collaborative study involving a large number of different investigators across Italy. To ensure proper coordination of the work, full transparency is essential regarding the publication of BEEP data. In addition, it is also very important that BEEP has good visibility at national and international levels. Therefore, a Publication Policy Committee (PPC) is established.

The PPC is composed by:

PPC leader: Francesco Forastiere

PPC members: Giovanni Viegi, Massimo Stafoggia, Claudio Gariazzo, Camillo Silibello, Andrea Ranzi

The PPC is aimed to:

- a) draft the guidelines for all the publications;
- b) make a list of the main publications to be performed according to the relevant environment and health results;
- c) check the manuscripts before sending them to the journals (within two weeks);
- d) follow state of art of literature in the field and identify secondary analyses for other publications;
- e) select the Congresses of the main relevant scientific Societies where to present the data.

The constituted PPC requests that BEEP investigators using BEEP data follow the guidelines described below for publication.

AT THE BEGINNING AND DURING THE DATA ANALYSIS

Fill and send to the PPC an Analysis Request Form/Publication Form (Annex 1) as soon as a new analysis is conceived/undertaken.

Please fill a form for each planned publication, article or abstract.

For a graduation/PhD thesis or Post-Doc project an initial form should be completed and then forms for the expected articles have to be submitted one by one. If these projects evolve, then please send an updated record. Do not analyze data for purposes other than those explained in the record; if the purpose of a piece of work changes then submit a revised new record.

Send the form as soon as you know that you are going to conduct the analyses.

Of note, papers have to be planned in the frame of the Specific Objective (SO) in which people work. Collaborative works should be encouraged. A time limit should be settled for the production of a publication, starting from the assignment: approximately 6 months for the first draft and 12 months for the final draft. The Publication Committee should meet via web/phone conference and the comments should be circulated via e-mail. If a Committee member does not reply within 2 weeks, he/she should be considered as having approved the draft.

Contact for this step: fran.forastiere@gmail.com and giovanni.viegi@irib.cnr.it

BEFORE SUBMITTING THE PAPER/ABSTRACT

When writing an article/abstract, carefully consider the list of authors.

The potential co-authors should show their interest in participating during the work assignment to an author and, once determined, they should be actively involved in the preparation and in the critical reading of the text, well in advance of submission to allow enough time for comments. All the proposals should clearly describe the Hypothesis and the Methods.

The list of authors should be as short as possible ("writing group") and include the lettering "on behalf of the BEEP Collaborative Group" (see Annex 2). Please, acknowledge "The BEEP study".

There is the obligation to acknowledge INAIL by putting: "This work has received funding from INAIL" ("Lavoro realizzato con il supporto finanziario dell'INAIL"), contract ID 04/2016".

Members of the PPC should be informed of an article or abstract submission, if possible at least two weeks before the date of submission in order to give time to respond properly. To do this, send an email to fran.forastiere@gmail.com and giovanni.viegi@irib.cnr.it. Use the email subject: "Submitting a BEEP article", and specify title, list of authors and the journal for the submission. This information will be transmitted to the writing group and to the BEEP Collaborative Group (Annex 2) via email.

All the co-authors should be involved in the critical evaluation of the text before the formal submission or re-submission of a revised manuscript.

Special case:

- Review papers that are result of work foreseen in the BEEP protocol, even though they use literature data not generated by BEEP original research, are core part of the BEEP work program. Therefore, their publication would have to undergo the same procedure as the papers using BEEP-generated data, as described above.

Contact for this step: fran.forastiere@gmail.com and giovanni.viegi@irib.cnr.it

AFTER PUBLICATION

The BEEP Collaborative Group (Annex 2) must be notified when an item is accepted for a journal/congress by sending an e-mail to fran.forastiere@gmail.com and giovanni.viegi@irib.cnr.it with the subject "BEEP article/abstract accepted" in which the final title, the authors and the journal/Congress are specified.

Once the paper/abstract is published, the pdf text version must be sent for placing it on the BEEP intranet and a public summary should be written and sent in order to be published on the "Diffusion" BEEP website page.

Contact for this step: fran.forastiere@gmail.com and giovanni.viegi@irib.cnr.it

AUTHORSHIP GUIDELINES

The 'Writing Group' should only include: the proposer(s) of the article, the reviewer(s) of the preexisting literature, the analysis performer(s) and the writer(s). As a general guideline, the list of authors should include persons, or their representative in case of large groups, without whose contribution (as data collection, analysis, or any important work) it would not have been possible to reach paper's goals. All the other co-authors should be included in the BEEP Collaborative Group.

After the first 3 positions, the other authors should be listed in alphabetical order, with the exception of the last author, which should be the paper leader (in importance, after the first author).

At the end of the authors' list, it should always be indicated: "on behalf of the BEEP Collaborative Group". The Group members should be listed in a footnote, preferentially in the title page.

ANNEX 1

ANALYSIS/PUBLICATION REQUEST FORM

Thank you for filling out this form as accurately as possible, so that the PPC may be informed about the projected analyses and ensure that there is no significant overlap between projects.

DATE

TITLE

INVESTIGATORS

PROJECT LEADER:

OTHER INVESTIGATORS: (WITH SPECIALITY)

Contact person:

e-mail:

Phone number:

LABORATORIES, RESEARCH TEAMS

CONTEXT

This can include Degree, PhD, Post-Doc

RATIONALE

OTHER ASSOCIATED STUDIES

If it is a joint analysis with other data sources, specify what those other data.

SUMMARY OF THE PLANNED ANALYSIS/PROJECT

Ex.: In the present study, we aim to investigate associations between...

KEY-WORDS

SELECTED POPULATION

- 1) Applied criteria
- 2) Studied ages
- 3) Inclusion/Exclusion
- 4) Others

SELECTED LOCATION

- 1) Applied criteria
- 2) Studied areas
- 3) Inclusion/Exclusion
- 4) Others

NEEDED VARIABLES

PLANNING

1. **Data collection/transfer:**
2. **Data preparation:**
3. **Statistical plan and data analyses:**
4. **Publication:**

ANNEX 2

BEEP COLLABORATIVE GROUP

Partner	City	Surname and Name
DEPLAZIO	Roma	Ancona Carla
DEPLAZIO	Roma	Bucci Simone
DEPLAZIO	Roma	de' Donato Francesca
DEPLAZIO	Roma	Michelozzi Paola
DEPLAZIO	Roma	Renzi Matteo
DEPLAZIO	Roma	Scortichini Matteo
DEPLAZIO	Roma	Stafoggia Massimo
INAIL DIMEILA	Roma	Bonafede Michela
INAIL DIMEILA	Roma	Gariazzo Claudio
INAIL DIMEILA	Roma	Marinaccio Alessandro
CNR-ISAC	Roma	Argentini Stefania
CNR-ISAC	Roma	Sozzi Roberto
CNR-IRIB	Palermo	Bonomo Sergio
CNR-IRIB	Palermo	Fasola Salvatore
CNR-IRIB	Palermo	Forastiere Francesco
CNR-IRIB	Palermo	La Grutta Stefania
CNR-IRIB	Palermo	Viegi Giovanni
DASOE	Palermo	Cernigliaro Achille
DASOE	Palermo	Scondotto Salvatore
CNR-IFC	Pisa	Baldacci Sandra
CNR-IFC	Pisa	Maio Sara
CNR-IPCF	Pisa	Licitra Gaetano
CNR-IPCF	Pisa	Moro Antonino
Regione ER	Bologna	Angelini Paola
AUSL-RE	Reggio Emilia	Bonvicini Laura
AUSL-RE	Reggio Emilia	Broccoli Serena
AUSL-RE	Reggio Emilia	Ottone Marta
AUSL-RE	Reggio Emilia	Giorgi Rossi Paolo
ARPAE	Modena	Colacci Annamaria
ARPAE	Modena	Parmagnani Federica
ARPAE	Modena	Ranzi Andrea
CPO	Torino	Galassi Claudia
CPO	Torino	Migliore Enrica
ARES Puglia	Bari	Bisceglia Lucia
ARES Puglia	Bari	Chieti Antonio
ARIANET srl	Milano	Brusasca Giuseppe
ARIANET srl	Milano	Calori Giuseppe
ARIANET srl	Milano	Finardi Sandro
ARIANET srl	Milano	Nanni Alessandro
ARIANET srl	Milano	Pepe Nicola
ARIANET srl	Milano	Radice Paola
ARIANET srl	Milano	Silibello Camillo
ARIANET srl	Milano	Tinarelli Gianni
ARIANET srl	Milano	Uboldi Francesco
SIMULARIA	Torino	Carlino Giuseppe