

## **BNL Mandated Publication Information**

DOE/BNL refers to accepted journal articles as “accepted manuscripts.”

**Please note that the attached notice and disclaimer needs to be included with all BNL submitted journal articles (beginning or end of article placement is fine as long as included and on file with the publisher). This action will keep us in compliance with the Department of Energy (DOE) requirements for cataloguing publications.**

If multiple authors are involved, it is essential to forward the attached BNL notice and disclaimer to the submitter. Once the article is accepted by the publisher, please forward the final version to the HET Group Secretary, Nicole Kelly, [nkelly@bnl.gov](mailto:nkelly@bnl.gov) in order for it to be uploaded to the BNL system. A publication number will then be generated.

All other manuscripts including papers, book chapters and proceedings that will not be submitted to a journal, can be sent to [nkelly@bnl.gov](mailto:nkelly@bnl.gov) for submission to the BNL system once uploaded to the arXiv. Further information on the criteria for journal articles is shown below.

*The “Accepted Manuscript” version of peer-reviewed journal articles must be submitted for articles published on or after October 1, 2014 in order to be within DOE compliance.*

Accepted Manuscripts must meet the following criteria:

- Research or researcher was partially or fully funded by DOE
- Has been accepted for publication in a peer-reviewed publication
- Is the version of the article that has been accepted for publication by a publisher
- Includes all changes made by the author during the peer-review process
- Includes the same content as the published article in the journal
- Does **not** include the publisher’s form or format
- Does **not** include the publisher’s brand and copyright symbol

**REMINDER: The attached notice and disclaimer page must be sent to the publisher with each submitted publication.** It can be located either after the cover page or as the last page of the final draft. If you will not personally be submitting the article, please send a copy of this page to the author that will be submitting so it is on file with the publisher.

Please also refer to (<https://www.osti.gov/mlink/F2411instruct.jsp>), which includes PDF files with samples of Accepted Manuscripts and the corresponding Published Journal Article/Reprint for a side-by-side comparison.

Additional publication classifications and definitions can be found on the homepage of the U.S. Department of Energy's Scientific and Technical Information Program (STIP): <https://www.osti.gov/stip/definitions>.

Please make sure to follow all procedures in order to remain in compliance with DOE standards.

## **DOE Public Access Plan**

DOE **requires** research grant fund recipients to take steps to ensure publications and research data are publicly accessible. This applies to BNL authors and co-authors, guest researchers, visitors, and members of collaborations using BNL facilities to complete their research.

The plan was developed in response to the White House Office of Science and Technology Policy's (OSTP) "Mandatory Requirements for Scientific/Technical Publications." Accepted manuscripts must be submitted to the BNL Publications Office system for harvesting by OSTI.

In a February 22, 2013, memorandum "Increasing Access to the Results of Federally Funded Scientific Research," John Holdren, Director of the White House Office of Science and Technology Policy (OSTP), directed Federal agencies to develop and implement plans for increasing public access to the full-text version of final, peer-reviewed publications and digital research data resulting from agency funded research. ([https://www.directives.doe.gov/other\\_requirements/public-access-to-the-results-of-doe-funded-scientific-research](https://www.directives.doe.gov/other_requirements/public-access-to-the-results-of-doe-funded-scientific-research)).

***In order to comply with DOE's "Digital Data Management" requirements, BNL has implemented a way of making all data used in producing the results in our papers available to the public. This applies to all publications by HET members and includes digital data generated to make figures. [http://www.phy.bnl.gov/computing/index.php/Data\\_Management\\_Plans](http://www.phy.bnl.gov/computing/index.php/Data_Management_Plans).***

***There may be a number of ways to implement this policy, as long as the main goal of sharing the data is achieved:***

If you are a member of a collaboration that already has a "Digital Data Management Plan" please follow that, but please make sure that you mention somewhere in your publication where to go in order to access the data related to your work (the digital repository).

You may also include the relevant data in your submission package to the arXiv as "ancillary files" (<http://arxiv.org/help/submit#datasets>), but again, there should be a statement somewhere in your paper to the effect (please use the appropriate paraphrasing): "Digital data related to our results have been included as ancillary files in the submission package on arXiv.org."

**If you cannot or will not use the above methods, please visit the HET directory on quark [/home/www/Digital\\_Data\\_Archive](http://home/www.Digital_Data_Archive) and create a named sub-directory for your publication. You may place the relevant files in that such directory. The data for that particular paper can then be accessed.**

For example, if your work is on the topic "XYZ", the data can be put in [/home/www/Digital\\_Data\\_Archive/XYZ](http://home/www/Digital_Data_Archive/XYZ) to make it available to the interested people outside our group.

Again, please make sure that your paper would then include a sentence like:  
"Digital data related to our results can be found at [quark.phy.bnl.gov/Digital\\_Data\\_Archive/XYZ](http://quark.phy.bnl.gov/Digital_Data_Archive/XYZ)."

It is the responsibility of all BNL authors to be within the standards of the DOE Public Access Plan in order to make digital data accessible to the public.