



**TREAT-NMD Global Data systems Oversight Committee (TGDOC):
Publications Committee
Terms of Reference**

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Role

To highlight, collect and encourage publications and academic research using the TGDOC registries. This Committee will be advisory to the TGDOC Executive Board and will provide recommendations to the TGDOC Member Registries.

Remit of the Committee

The Publications Committee will:

1. Collect, showcase and promote all publications which have been produced using data from TGDOC Member Registries.
2. Review and vet all abstracts for posters/presentations using collective TGDOC registry data.
3. Review all requests for permission to use the TREAT-NMD logo on any publication.
4. Establish and maintain a process to ensure that the correct authors are cited for collective publications using TGDOC registries.
5. Establish and maintain a process to monitor who is academically responsible for registry data.
6. Provide assistance to those looking to carry out research using TGDOC Member Registries and discuss their study ideas.
7. Provide an update on the activities of the Committee for inclusion in the quarterly TGDOC newsletters, where appropriate.

The Committee will not:

1. Be required to review and vet the content of abstracts for posters/presentations from individual TGDOC Member Registries, only approve or deny the use of the TREAT-NMD logo.

The scope of the Committee will be dynamic and will evolve with the development of the Committee.

Committee Response Times

- For TREAT-NMD Logo Permission Requests the Publications Committee will respond with a decision within 7 days
- For TGDOC Publication Review the Publication Committee will respond to the author within 14 days

Composition of the Committee

The Committee will comprise of five members; one member will be appointed to the role of Chair.

Roles within the Committee

Chair

- The Chair will serve a term of two years, with the option to extend the term once.
- Members will nominate themselves for the role of Chair, if appropriate and when required.

- If more than one nomination has been received for the role of Chair, an internal vote of the Committee Members will take place.

Members

- Review and establish processes as listed in the 'Remit of the Committee'.
- Review queries relating to planned TGDOC Publications.
- Members who fail to attend 2 consecutive meetings will be asked to re-confirm their adherence to the Committee and their contact details.
- Members who fail to attend 3 consecutive meetings may have their membership of the Committee revoked.

Meetings

The Committee will meet at least three times a year: at the Annual TGDOC Curators' meeting and twice more by teleconference. The Committee will also meet to discuss enquiries relating to publications as and when required. Enquiries can be discussed by email or teleconference, as deemed appropriate by the Committee. The Committee will make recommendations to the TGDOC Executive Board based on a majority vote. In the event of a tie, the Chair will have the deciding vote.