

NATIONAL MARINE FISHERIES SERVICE POLICY DIRECTIVE PD 04-113

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Science and Technology

***NMFS Policy on the Internal Review and Approval of Fundamental Research
Communications***

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SUMMARY OF REVISIONS:

1.0 Introduction

Free and open scientific communication is a top priority of the National Marine Fisheries Service (NMFS) and the National Oceanic and Atmospheric Administration (NOAA), and is a fundamental element of the NOAA Scientific Integrity Policy (NAO 202-735D). Clearly communicating science is an important responsibility of NOAA and its scientists. To achieve both open scientific communication and the high quality of that communication, the NOAA Research Council has issued the NOAA Framework for Internal Review and Approval of Fundamental Research Communications (NOAA FRC framework) as guidance to the NOAA line offices and staff offices, including NMFS, for use in the development of procedures for internal review and approval of certain fundamental research communications.

2.0 Objectives

It is the policy of NMFS to comply with NOAA’s FRC framework. The objective is to ensure that not only manuscripts intended for the external peer-reviewed literature, but also the broader range of fundamental research communications, meet basic standards of clarity and scientific integrity as required by departmental policy. To achieve the objective, this policy directive requires staff to follow procedures and guidance developed by NMFS to assist staff in compliance. The directive applies to all NMFS staff and NMFS contractors, to whom NAO 202-735D applies, involved in the generation of fundamental research communications, and to those who review and approve those communications prior to release.

3.0 Authorities & Responsibilities:

- 3.1 This directive establishes the following authorities and responsibilities. The authorities and responsibilities are fully described in the procedural document 04-113-01 “NMFS Guidance on Internal Review and Approval of Fundamental Research Communications.” The NMFS procedures require:
- a. Authors submit FRC for internal review and approval as described in the policy.
 - b. Authors respond to internal peer-review comments and receive approval prior to releasing an FRC to the public or submitting a manuscript for publication.
 - c. Those who review and approve FRC not prohibit NMFS scientists from freely expressing their scientific conclusions.
 - d. Authors use an approved disclaimer when expressing their scientific conclusions that could be confused with agency policy.
 - e. Authors consult NMFS Policy on Scientific and Technical Publications (Policy Directives 04-101 and 04-101-01 for additional guidance on preparing FRC for publication.
- 3.2 The effectiveness of attaining the objectives set out in this policy directive will be measured by electronic tracking of the review and approval of FRC.
- 3.3 This policy directive is supported by the references and glossary of terms listed in Attachment 1.

4.0 References

1. [Department of Commerce Administrative Order \(219-1\) on Public Communications \(04/30/2008\)](#)
2. [NOAA Administrative Order NAO 202-735D on Scientific Integrity \(12/07/2011\)](#)
3. [NOAA Framework for Internal Review and Approval of Fundamental Research Communications \(NOAA Research Council, 11/08/2012\)](#)

4.1 Procedural Directives

1. [Policy on the Data Quality Act](#)
2. [Section 515 Pre-Dissemination Review and Documentation Form](#)
3. [Section 515 Pre-Dissemination Review and Documentation Guidelines](#)
4. [OMB Peer Review Guidance](#)
5. [Policy on the Document Preparation and Clearance](#)
6. [ST Policy on Document Preparation and Clearance](#)

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11/18/2014_____
Date