II) POLICIES

1. Best practices in research reporting

Research submitted to Nemesis must comply with internationally-accepted standards for research practice and reporting, including data management, figure preparation, reproducibility, and reporting guidelines. We reserve the right to enforce standards that may be stricter than local legal or ethical frameworks. Issues discovered after publication will be addressed according to guidelines of the Committee on Publication Ethics (COPE, https://publicationethics.org/resources/guidelines) and may lead to a correction, retraction, or expression of concern. We may also contact authors' institutions as appropriate.

1.1 Ethical oversight

We uphold rigorous standards for research ethics. Read our policies on human subjects research.

1.2 Reporting research protocols

We recommend depositing laboratory protocols at protocols.io [https://www.protocols.io/] which is an independent open-access platform to facilitate the communication of laboratory methodological details to increase reproducibility. Read the materials and methods guidelines for details. Clinical protocols**,** and protocols for observational and other non-laboratory investigations need to be part of the manuscript.

1.3 Reporting guidelines for specific study types

Authors are expected to comply with standard reporting guidelines for study designs. Check the EQUATOR Network [http://www.equator-network.org/] for reporting instructions and supporting documentation. Documentation for specific studies should be uploaded as part of manuscript submission. Read the submission guidelines.

Clinical trial reports must adhere to the relevant reporting guidelines for their study design, such as CONSORT [http://www.consort-statement.org/] for randomized controlled trials, TREND [https://www.cdc.gov/trendstatement/] for non-randomized trials, and other specialized guidelines as appropriate. Read the policy on clinical trials (human subjects research).

Reports of systematic reviews and meta-analyses must adhere to the PRISMA statement [http://www.prisma-statement.org/] as a guide, and include a completed PRISMA checklist and flow diagram to accompany the main text. Blank templates of the checklist and flow diagram can be downloaded from the PRISMA web site [http://www.prisma-statement.org/]. Authors must also state within their Methods section whether a protocol exists for their systematic review, and if so, provide a protocol in the method section.

Reports of studies of diagnostic accuracy should conform to the STARD requirements [https://www.equator-network.org/reporting-guidelines/stard-blcm/].

For reports of epidemiological studies, authors should consult the STROBE initiative [https://www.strobe-statement.org/index.php?id=strobe-home].

Reports of microarray experiments should conform to the MIAME guidelines [http://fged.org/projects/miame/] published by the Functional Genomics Data Society (FGED).

For case reports authors should consult CARE case reports guidelines [http://www.care-statement.org/; http://www.care-statement.org/resources/checklist] and apply the CARE checklist for case report and case series.

2. Human subject research

2.1 Summary of requirements

Researchers submitting studies involving human participants must meet the following requirements:

1) Obtain prior approval for human subjects research by an institutional or national review board (IRB) or equivalent ethics committee(s), 2) Declare compliance with ethical practices upon submission of a manuscript, 3) Report details on how informed consent for the research was obtained (or explain why consent was not obtained), 4) Submit, upon request from the journal, documentation from the review board or ethics committee confirming approval of the research, 5) For clinical trials, provide trial registration details, the study protocol, and CONSORT documentation (more information below), 6) Confirm that an identified individual has provided written consent for the use of that information. Read the submission guidelines (guidelines for specific study types).

2.2 Policy enforcement

All submissions describing clinical research and/or research on human subjects will be checked by Nemesis editorial staff to ensure that the requirements above are met. Failure to meet requirements may be grounds for rejection. If issues are discovered after publication, we may issue a correction or retraction as appropriate. We also reserve the right to contact the author's institution.

2.3 Clinical studies

Clinical investigations must be conducted according to the principles expressed in the Declaration of Helsinki [http://irb.sinica.edu.tw/doc/regulation/DECLARATION%20OF%20HELSINKI%20(2013).pdf]..

2.4 Clinical trials

Nemesis follows the World Health Organization's (WHO) definition of a clinical trial [http://www.who.int/ictrp/en/]:
"A clinical trial is any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects on health outcomes [...] Interventions include but are not restricted to drugs, cells and other biological products, surgical procedures, radiologic procedures, devices, behavioral treatments, process-of-care changes, preventive care, et.". The ICMJE defines a clinical trial as any research project that prospectively assigns people or a group of people to an intervention, with or without concurrent comparison or control groups, to study the cause-and-effect relationship between a health-related intervention and health outcome. Health related interventions are those used to modify a biomedical or health-related outcome. Examples include drugs, surgical procedures, devices, behavioral treatments, educational programs, dietary interventions, quality improvement interventions, and process-of-care changes. Health outcomes are any biomedical or health-related measures obtained in patients or participants, including pharmacokinetic measures and adverse effects. Nemesis will publish the trial registration number at the end of the abstract. Nemesis policies for clinical trial submissions are designed to promote transparency and reproducibility and to ensure the integrity of the reporting of

patient-centered trials. Compliance with Nemesis policies is required at submission in order for a manuscript to be processed. Editors and open-evaluation peer-reviewers should carefully review trial protocols and registration details and assess manuscripts according to CONSORT or other relevant guidelines. Concerns about clinical trial submissions should be brought to the attention of the editorial office as quickly as possible.

2.5 Registering clinical trials

All trials submitted to Nemesis must be entered in a publicly accessible registry approved by the WHO or ICMJE. The list of approved registries can be found here **[**http://www.who.int/ictrp/network/primary/en/]. Nemesis considers prospective trial registration (that is, registration before participant enrollment has begun) to be best publication practice, as recommended by the ICMJE. Clinical trials that began to enroll participants before ICMJE recommendations took effect on July 1, 2005 may be retrospectively registered. Authors wishing to submit a clinical trial that was not publicly registered before participant enrollment began must register the trial retrospectively in a publicly accessible registry. They must also: 1) Register all related clinical trials and confirm they have done so in the Methods section; 2) Explain in the Methods the specific reasons for failing to register before participant enrollment, 3) Confirm that future trials will be registered prospectively. Nemesis journal editors may decline to further consider any clinical trial for which, in the editor's judgment, absence of prospective registration raises concerns of selective publication or selective reporting of research outcomes. Nemesis supports the public disclosure of all clinical trial results, as mandated, for example, by the 2007 FDA Amendments Act. Prior disclosure of results on a clinical trial registry site will not affect consideration.

2.6 Required documentation

Clinical trial reports must adhere to the relevant reporting guidelines for their study design, such as CONSORT [http://www.consort-statement.org] for randomized controlled trials, TREND [https://www.cdc.gov/trendstatement] for non-randomized trials, and other specialized guidelines as appropriate. For all clinical trial submissions, authors must include the following: 1) Registration details (reported in the Methods section and in the submission form), 2) CONSORT checklist or relevant reporting guideline, 3) CONSORT flow diagram, 4) Trial protocol (inside methodology section), 5) Details of prior approval for human subjects research by an institutional review board (IRB) or equivalent ethics committee(s). The submission will not be considered if documentation is not provided. All these elements will be published with the article. Moreover, the manuscript file must include the following information: 1) An explanation of any deviation from the trial protocol, 2) Description of informed consent obtained from participants, 3) Any information on statistical methods or participants not indicated in the CONSORT documentation. Nemesis reserves the right to ask for a blank sample copy of any forms used in the trial. Read the submission guidelines for specific information about submitting clinical trials.

2.7 Patient privacy and informed consent for publication

Patients have a right to privacy that should not be violated without informed consent. Patient consent is required in all human experiments (Nuremberg Code) and also when there is a concern about maintaining patient anonymity. Identifying information, including names, initials, or hospital numbers, will not be published in written descriptions, photographs, or pedigrees unless the information is essential for scientific purposes and the patient (or parent or guardian) gives written informed consent for publication. Informed consent for this purpose requires that an identifiable patient be shown the manuscript to be published. Authors should disclose to their patients whether any potential identifiable material might be available via the Internet as well as in print after publication. Patient consent should be written and archived with Nemesis and by the authors.

Patient consent file can be downloaded **here** [**download here**]. Nonessential identifying details should be omitted. Masking the eye region in photographs of patients is inadequate protection of anonymity. If identifying characteristics are de-identified, authors should provide assurance, and editors will so note, that such changes do not distort scientific meaning. When informed consent has been obtained, it should be indicated in the published article. Submissions that include identifying patient information without appropriate patient consent will not be considered for publication. If identifying information is discovered after publication, the article will be temporarily withdrawn while any content compromising participant privacy is removed.

2.8 Cell lines

At submission, authors must declare what cell lines were used. Describing sources of cell lines indicates their origin and allows for the research to be reproduced. For *de novo* cell lines derived from human tissue, authors must confirm that they obtained approval from an institutional review board or equivalent ethics committee and consent from the donor or next of kin.
Manuscripts using cell lines are checked at initial submission. Those that do not meet the requirements for cell line research will be rejected. Issues with cell lines' identity, ethical oversight, or potential contamination discovered after publication may lead to a correction or retraction. Editors and open-evaluation peer-reviewers should evaluate cell line information during open-evaluation peer-review and notify the journal if any concerns arise.

3. Competing interests

3.1 What represents a competing interest?

A competing interest is anything that interferes with, or could reasonably be perceived as interfering with, the full and objective presentation, peer review, editorial decision-making, or publication of research or non-research articles submitted to Nemesis. Competing interests can be financial or non-financial, professional, or personal. Competing interests can arise in relationship to an organization or another person. Declaring all potential competing interests is a requirement at Nemesis and is integral to the transparent reporting of research. Failure to declare competing interests can result in immediate rejection of a manuscript. If an undisclosed competing interest comes to light after publication, Nemesis will take action in accordance with COPE guidelines and issue a public notification to the community.

3.2 What to declare?

All potentially competing interests (see below) must be declared if they occurred within 5 years of conducting, or preparing for publication, the research under consideration. Interests outside the 5-year time frame must also be declared if they could reasonably be perceived as competing according to the definition above.

3.2.1 Financial competing interests

Financial competing interests include but are not limited to: 1) Ownership of stocks or shares, 2) Paid employment or consultancy, 3) Board membership, 4) Patent applications (pending or actual), including individual applications or those belonging to the institution to which the authors are affiliated and from which the authors may benefit, 5) Research grants (from any source, restricted or unrestricted), 6) Travel grants and honoraria for speaking or participation at meetings, 7) Gifts.

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Non-financial competing interests include but are not limited to: 1) Acting as an expert witness, 2) Membership in a government or other advisory board, 3) Relationship (paid or unpaid) with organizations and funding bodies including nongovernmental organizations, research institutions, or charities, 4) Membership of lobbying or advocacy organizations, 5) Writing or consulting for an educational company, 6) Personal relationships (i.e. friend, spouse, family member, current or previous mentor, adversary) with individuals involved in the submission or evaluation of a paper, such as authors, peer-reviewers, editors, or members of the editorial board of Nemesis, 7) Personal convictions (political, religious, ideological, or other) related to a paper's topic that might interfere with an unbiased publication process (at the stage of authorship, open-evaluation peer review, editorial decision-making, or publication).

3.3 Who must declare competing interests?

3.3.1 Authors

At the time of submission, authors must state what competing interests are relevant to the submitted research. These may include but are not limited to: 1) Names of all funding sources, 2) Description of funder's role in the study design; collection, analysis, and interpretation of data; writing of the paper; and/or decision to submit for publication, 3) Whether they have served or currently serve on the editorial board of the journal to which they are submitting, 4) Whether they have acted as an expert witness in relevant legal proceedings, 5) Whether they have sat or currently sit on a committee for an organization that may benefit from publication of the paper.

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Editors and open peer-reviewers must declare their own competing interests and if necessary disqualify themselves from involvement in the assessment of a manuscript. Common reasons for editors and reviewers to recuse themselves from the open-evaluation peer-review process may include but are not limited to: 1) They work at the same institution or organization as an author, currently or recently, 2) They collaborate with an author, currently or recently, 3) They have published with an author during the past 5 years, 4) They have held grants with an author, currently or recently, 5) They have a personal relationship with an author that does not allow them to evaluate the manuscript objectively.

3.4 Editorial actions and decisions

Nemesis journal editors must take all competing interests into account and ensure that any relevant ones are declared in the published article. Nemesis editors will not publish commissioned or any other non-research articles if they are aware of a competing interest that, in their judgment, could introduce bias or a reasonable perception of bias.

4. Disclosure of funding sources

All Nemesis authors are required to declare what support they received to carry out their research. Declaring funding sources acknowledges funders' contributions, fulfills funding requirements, and promotes greater transparency in the research process. Nemesis adheres to GPP2 Good Publication Practice for Communicating Company Sponsored Medical Research [http://www.bmj.com/content/bmj/339/bmj.b4330.full.pdf].

4.1 What to declare?

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6.3 Submission and publication of related studies

6.3.1 Author requirements

Upon submission of a manuscript, authors must indicate whether there are any related manuscripts under consideration or published elsewhere. If related work has been submitted or published elsewhere, authors must include a copy of it with their submission and describe its relation to the submitted work. Prior publication of research as a thesis, presentation at medical or scientific conferences, or posting on preprint servers will not preclude consideration of the manuscript. Nemesis supports the public disclosure of all clinical trial results, as mandated, for example, by the 2007 FDA Amendments Act. Prior disclosure of results on a clinical trial registry site will not affect consideration.

6.3.2 Editor and open-evaluation peer-reviewer requirements

Open-evaluation peer-reviewers and editors should evaluate any related content and notify the journal of overlap. Editors and open-evaluation peer-reviewers should alert the journal if they identify duplicate submissions or publications.

6.3.3 Policy enforcement

If related content is found to be too similar to the Nemesis submission, or if a duplicate submission is discovered, we will reject the manuscript if submitted. Duplicate content discovered after publication will be addressed depending on the degree of overlap. The journal may issue a correction or a retraction as appropriate.

6.4 Figure Preparation

Image files should not be manipulated or adjusted in any way that could lead to misinterpretation of the information present in the original image. Read more about image manipulation in Submissions, chapter Figures.

6.5 Biosecurity and Dual Use Research of Concern

We recognize that certain research may fall into the category of “dual use research of concern”. This is defined by the NSABB as any "biological research with legitimate scientific purpose that may be misused to pose a biologic threat to public health and/or national security". As an Open-Access journal, Nemesis remains committed to the widespread dissemination of research while being sensitive to the issues of responsible publication standards. In this context, we assess the risks and benefits of the research. If the risks outweigh the benefits, we will not consider the research for publication.

6.5.1 Author requirements

Authors are obligated to disclose potential bioethics/dual use concerns to the journal office at the time of initial submission.

6.5.2 Editor and open-evaluation peer-reviewer requirements

Editors and open-evaluation peer-reviewers are expected to evaluate potential risks and alert the journal with any concerns.

6.5.3 Policy enforcement

Manuscripts are checked at submission for any potential risks. Issues identified at submission may lead to rejection of the manuscript. If risks are identified after publication of an article, we will take steps to minimize that risk in accordance with prevailing guidelines. We will follow up with authors’ institutions depending on the severity of the issues.

7. Authorship

Everyone listed as an author should meet our criteria for authorship. Everyone who meets our criteria for authorship must be listed as an author. We expect that all authors will take public responsibility for the content of the manuscript submitted to Nemesis. The contributions of all authors must be described. All authors will be contacted by email at submission to ensure that they are aware of and approve the submission of the manuscript, its content, and its authorship.

7.1 Qualifying for Authorship

Authorship criteria are based on the International Committee of Medical Journal Editors (ICMJE) Uniform Requirements for Manuscripts Submitted to Biomedical Journals [http://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html#two]. The ICMJE lists four conditions for authorship credit. Authors must meet all four conditions in order to be listed: 1) Substantial contributions to conception and design, acquisition of data, or analysis and interpretation of data, and, 2) Drafting the article or revising it critically for important intellectual content, and 3) Final approval of the version to be published, and 4) Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

7.2 Group Authorship

The ICMJE recommends that group authorship adhere to the following guidelines:
“When a large, multicenter group has conducted the work, the group should identify the individuals who accept direct responsibility for the manuscript. These individuals should fully meet the criteria for authorship/contributorship defined above, and editors will ask these individuals to complete journal-

specific author and conflict-of-interest disclosure forms. When submitting a manuscript authored by a group, the corresponding author should clearly indicate the preferred citation and identify all individual authors as well as the group name. Journals generally list other members of the group in the Acknowledgments. The NLM indexes the group name and the names of individuals the group has identified as being directly responsible for the manuscript; it also lists the names of collaborators if they are listed in Acknowledgments". Acquisition of funding, collection of data, or general supervision of the research group alone does not constitute authorship.

7.3 Author contributions

The contributions of all authors must be described according to Nemesis journal instructions for authors criteria. Nemesis has adopted the PLOS one taxonomy which is based on CRediT taxonomy, and which describes each author's individual contributions to the work. The submitting author is responsible for providing the contributions of all authors at submission. We expect that all authors have reviewed, discussed, and agreed to their individual contributions ahead of this time. Contributions will be published with the final article, and they should accurately reflect contributions to the work.

Roles of contributors

Contributor role	Role definition
Conceptualization	Ideas, formulation, of evolution of overreaching research goals and aims
Data Curation	Management activities to annotate (produce metadata), scrub data and maintain research data (including software code, where it is necessary for interpreting the data itself) for initial use and later reuse
Formal analysis	Application of statistical, mathematical, computational, or other formal techniques to analyze or synthesize study data
Funding acquisition	Acquisition of the financial support for the project to this publication
Investigation	Conducting a research and investigation process, specifically performing the experiments, or data/evidence collection
Methodology	Development of design of methodology, creation of models
Project administration	Management and coordination responsibility for the research activity planning and execution
Resources	Provision of study materials, reagents, materials, patients, laboratory samples, animals, instrumentation, computing resources, or other analysis tools
Software	Programming, software development, designing computer programs, implementation of the computer code and supporting algorithms, testing of existing code components
Supervision	Oversight and leadership responsibility for the research activity planning and execution, including mentorship external to the core team
Validation	Verification, whether as a part of the activity or

	separate, of the overall replication/reproducibility of results/experiments and other research outputs
Visualization	Preparation, creation and/or presentation of the published work, specifically visualization/data presentation
Writing-original draft preparation	Creation and/or presentation of the published work, specifically writing the initial draft (including substantive translation)
Writing-review and editing	Preparation, creation and/or presentation of the published work by those from the original research group, specifically critical review, commentary or revision-including pre- or post-publication stages

7.4 Acknowledgments

Contributors who do not meet the criteria for authorship should be mentioned in the Acknowledgments. It is expected that those being acknowledged have given their permission to be named.

7.5 Corresponding author responsibilities

The corresponding author takes responsibility for and speaks on behalf of all authors.

7.5.1 Pre-publication

The corresponding author: 1) Ensure that the manuscript is in full adherence with all Nemesis editorial and publishing policies, 2) Ensure that all authors have access to the final version of the manuscript that is submitted to the journal, and agree to the author list and author contributions, 3) Ensure that all authors have seen the final draft of the manuscript before it is published, 4) Provide to the journal written confirmation that all authors consent to any requested changes in the manuscript's authorship, 5) provide with copyright license agreement signed on behalf of all authors.

7.5.2 Post-publication

The corresponding author: 1) Continue to be the point of contact for queries about the published paper, and 2) Inform all coauthors of any matters arising and ensure such matters are dealt with promptly.

7.6 Professional Medical Writers

The involvement of any professional medical writer in the publication process must be declared. The European Medical Writers' Association site [https://www.emwa.org/] contain additional information about the role of medical writers.

7.7 Authorship Changes

Nemesis follows the **COPE guidelines** [https://publicationethics.org/] for changes in authorship. Changing the author list after submission requires agreement from all authors. This includes additions, deletions, and changes in ordering. Requests must come from the corresponding author

along with an explanation for the change. If the change is deemed to be appropriate, the corresponding author must receive and provide to Nemesis the consent to the change from all the authors, including any being added, deleted, or reordered. Authorship issues identified after publication may result in a correction. In the case of an authorship dispute, the journal will not arbitrate. If the authors are unable to resolve the dispute themselves, we will raise the issue with the authors' institution(s) and abide by its guidelines.

7.8 Author Identification

Nemesis endorses ORCID [https://orcid.org/] and requires that all corresponding authors, and all first equivalent authors provide an ORCID iD when submitting a manuscript. We publish all the authors ORCID iD if the manuscript is accepted.