In reviewing publications for inclusion in Bookshelf, NLM requires the organization responsible for scientific and editorial quality to have transparent and ethical business and publishing practices. Please provide complete information in the following sections. As much as possible, provide links to publicly accessible websites where this information is available.

**General Information**

Organization Name:

Organization Address:

Website/URL:

Business status – non-profit organization or corporation:

Names and titles of organization owner (if applicable) and executives:

Information about parent companies, related companies, and/or subsidiary organizations (include names, email addresses, URLS and relationship to the organization named above):

Is your organization a member of OASPA and/or any other professional scholarly publishing association?

**Editorial Management**

For each senior management person (e.g., Executive editor / Editor-in-Chief / Acquisitions Editor, Publishing director, Managing editor, Ethics manager, etc.) who is responsible for the quality of the books you publish, please provide the following:

Name and title:

Specific responsibilities:

Prior experience in scientific publishing:

Membership in professional associations:

How do you select editors for your book (s):

**Editorial Policies**

Please provide links (URLs) to web pages that describe your standards and procedures for ensuring the quality of your books:

Editorial policies:

Peer review policy:

Advertising policy:

Policy on Conflict of Interest, Human and Animal Rights, and Informed Consent for publications:

The role of acquisitions editors and editorial boards in reviewing and approving material that is published:

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