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EBJIS Guidelines to Apply for Endorsement of Documents

1. General Remark

EBJIS may endorse documents related to Bone and Joint Infections upon request by its members. However, as a general rule EBJIS will not endorse any document retrospectively.

2. Endorsment Conditions

In order to receive the EBJIS endorsment, the member must submit a request in writing to the EBJIS Executive Committee.

The request should confirm that :

- Definition of the purpose of the endorsement
- The content is focused on Bone and Joint Infection
- EBJIS is involved in the design of the document or how the project was designed
- The scientific value is evident as reflected by the recognition of the authors and their expertise in the field
- The document cannot be owned by industry. The request should include information about sponsorship by other organisations and/or industry
- If EBJIS professional or scientific assistance is needed, the nature of that assistance should be described
- The document should not compete with any other EBJIS projects

3. Endorsment Review Process

Upon receipt of the requested information, the EBJIS Executive Commiittee will discuss the review process at the nearest Executive Commiittee meeting. Any of the members of the EBJIS Executive Committee can raise any question concerning the endorsement. EBJIS cannot endorse any document without completing the review process. In order to maintain transparency, if the document will be published, the EBJIS review process will be published at our website in the background information of the document.

President Martin McNally	Vice President Rihard Trebse	Past President Klaus Kirketerp-Møller	Secretary General H. Charles Vogely	Treasurer Martin Clauss
Member Alex Soriano	Member Ricardo Sousa			



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The review process should contain the following :

- Does the title of the document reflect the content ?
- Is the content of a quality to justify the review by the EBJIS members ?
- Have the relevant stakeholders been approached ?

4. The Chair of the Endorsment Review Process

The Executive Commiittee has the right to appoint a member in the role of the Chair of the EBJIS Endorsement Review Process. The Chair of the EBJIS Endorsement Review Process, should not be a working member of the project. The Executive Commiittee has also the right to appoint a member or members to join the project. The EBJIS Executive Commiittee may recommend that an EBJIS representative should join the project, however this will not automatically lead to endorsement.

5. Approval process

The Chair of the Endorsement Review Process will present the final version of the document at the Executive Commiittee meeting in a short form. If the endorsement is approved, the EBJIS logo is granted for use in the document, as well the advertising via website and the recognition of the scientific value of the document.

Exceptions

Under special circumstances, to be adjudicated by the Executive Commiittee, the Committee may submit the final endorsement of the guidelines to the Country Delgates or General Assembly.

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