

Below is a checklist intended to serve as guidance for scientific editors handling manuscripts submitted to American Society for Microbiology (ASM) journals. This list is not all inclusive. ASM is a member of COPE and encourages editors to become familiar with COPE's [Short Guide to Ethical Editing](#).

Please contact [journal staff](#) if you have any questions or concerns during the peer review process.

Conflicts of interest		Please recuse yourself from the review process if at any point you discover you have a conflict of interest. ASM policy is posted here.
	<input type="checkbox"/>	Is any author of the paper at your institution? Even if you do not know each other, there could be a perceived conflict.
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	<input type="checkbox"/>	Does the article adhere to the journal's criteria and standards (work is original, conclusions are appropriate, study is well designed and controlled, etc.)?
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Data availability		Data should be made available during the modification stage, if not before.
	<input type="checkbox"/>	If the paper reports new sequence data, protein structures, microarray data, mass spectrometry data, etc., have the authors provided a data availability statement in Materials and Methods (or end of the text for shorter article types): data description, repository name, and DOIs or accession numbers?
	<input type="checkbox"/>	For metadata, methods, computer code, or algorithms required to replicate the study, have the authors provided a data availability statement in Materials and Methods (or end of the text for shorter article types): data description, repository name, and DOIs or accession numbers?
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Human or animal studies	<input type="checkbox"/>	Has the author included a statement of Institutional Review Board (IRB) or Institutional Animal Care and Use (IACUC) approval (or exemption) in the text?
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