








**IFPRI Publication Types and Review Processes**

Example	Publication Type	Review Process and Authorization to Publish	Comments
	<p><b>Annual Report</b></p> <p>Includes online interactive webpage +links.</p>	<p>The annual report is prepared by the Communications Division and is approved for publication by the director general.</p>	
	<p><b>Books</b></p> <ul style="list-style-type: none"> <li>• <b>IFPRI Books</b> (includes conference proceedings and synopses, micro computer manuals, and practitioner’s guides)</li> <li>• <b>IFPRI Research Monographs</b> (includes the former research reports and food policy reviews)</li> <li>• <b>Academic/Third-party Books</b></li> </ul>	<ol style="list-style-type: none"> <li>1. Authors wishing to publish <b>IFPRI Books</b> or <b>Research Monographs</b> must submit manuscripts to the Publications Review Committee (PRC) for review, with final approval for publication being given by the director general. For more information about the PRC review process, see: <a href="http://intranet.ifpri.org:8090/CTF/PRC/Home.aspx">intranet.ifpri.org:8090/CTF/PRC/Home.aspx</a>.</li> <li>2. Authors wishing to pursue <b>joint publication</b> (IFPRI/external publisher) must submit the manuscript to the PRC, unless the PRC agrees to consider the review process of the joint publisher as equivalent. The director general grants final approval for joint publication.</li> <li>3. Authors of research funded through IFPRI who wish to pursue <b>external publication</b> without IFPRI involvement (ie, no IFPRI logo on the book) must offer IFPRI the right of first refusal. The decision to exercise that right will be made by the director general.</li> </ol> <p><b>NOTE:</b> Externally published books and all other publications authored/edited by IFPRI researchers must include the <b>standard disclaimer</b>: “Any opinions stated herein are those of the author(s) and do not necessarily reflect the policies or opinions of IFPRI.”</p>	<p>IFPRI will assess all manuscripts approved by the PRC to determine their marketability, with the final decision to be made by the director general.</p> <p>If a manuscript is deemed eligible for <i>joint publication</i> with an academic press, the Communications Division will help pursue external publication.</p> <p>All other manuscripts approved by the PRC will be published as books on IFPRI’s website, where they can be downloaded and/or printed on demand for those who want to buy hard copies at low cost. A limited number will be made available as hard copies for distribution.</p>
	<p><b>Booklets</b></p> <ul style="list-style-type: none"> <li>• Global Hunger Index</li> <li>• Essays</li> <li>• Atlases</li> </ul>	<p>All booklets must be peer reviewed by the PRC. The director general grants final approval for publication.</p>	
	<p><b>Briefs—IFPRI Briefs</b></p> <ul style="list-style-type: none"> <li>• Policy briefs</li> <li>• Issue briefs</li> </ul>	<p>Suggestions for <b>policy briefs</b> must be submitted to the head of the 2020 Vision Initiative and the Communications Division director, who will facilitate the preparation of approved briefs. Policy briefs <i>based on previously reviewed material</i> do not require further review. The head of the 2020 Vision Initiative and the Communications Division director will consult with the PRC chair with regard to policy briefs <i>not based on previously reviewed material</i>. The director general grants final approval for publication.</p> <p>Suggestions for <b>issue briefs</b> must be submitted to the Communications Division director. The review requirements listed above for policy briefs also apply to issue briefs.</p>	<ul style="list-style-type: none"> <li>• <b>Policy briefs</b> (2 or 4 pp.): Analyses of pressing food security and development concerns that propose policy responses. Audience: policymakers, students, interested parties.</li> <li>• <b>Issue briefs</b> (4 or 8 pp.): Research of broad interest, usually extracted from a book or food policy report. Audience: policymakers, students, interested parties.</li> </ul>
	<p><b>Briefs—2020 Focus Briefs</b></p>	<p>All 2020 Focus briefs must be peer reviewed. The head of the 2020 Vision Initiative oversees the review process for these briefs. The director general grants final approval for publication and may request PRC involvement in the review process.</p>	
	<p><b>Food Policy Reports</b></p>	<p>Food policy reports <i>based on previously reviewed material</i> can be submitted for publication through the research division director to the Communications Division director. The director general grants final approval for publication.</p> <p>Food policy reports <i>not based on previously reviewed material</i> must be submitted to the PRC.</p>	
	<p><b>Program/Project Outputs</b></p> <ul style="list-style-type: none"> <li>• Notes</li> <li>• Country Notes or Country Policy Notes</li> <li>• Working Papers</li> </ul>	<p>The classification “<b>brief</b>” may only be used for the official IFPRI briefs mentioned above, which are peer reviewed or are based on peer-reviewed material.</p> <p>Project/Program outputs, which are not peer reviewed, are to be called “<b>Notes</b>,” “<b>Country Notes</b>,” or “<b>Country Policy Notes</b>” (for shorter publications aimed at policymakers) or “<b>Working Papers</b>” (for longer publications). Notes and Working Papers must be approved by the relevant division director, and must contain the disclaimer listed to the right:</p>	<p><b>DISCLAIMER:</b></p> <p>This Note/Working Paper has been prepared as an output for the XXX project /program and has not been peer reviewed. Any opinions stated herein are those of the author(s) and do not necessarily reflect the policies or opinions of IFPRI.</p>
	<p><b>IFPRI Discussion Papers</b> (includes the former 2020 Discussion Paper series and the Impact</p>	<p>All IFPRI discussion papers must be peer reviewed. They must be submitted by the respective division director to the DP editor for review. For more information</p>	<p><b>DISCLAIMER:</b></p> <p>IFPRI Discussion Papers contain preliminary</p>

	Assessment Discussion Paper series.)	about the DP review process, see <a href="http://intranet.ifpri.org:8090/COM/Editorial%20Services%20FILES/DPGuidelines.pdf">intranet.ifpri.org:8090/COM/Editorial%20Services%20FILES/DPGuidelines.pdf</a>	material and research results. They have been peer reviewed but have not been subject to a formal external review via IFPRI's Publications Review Committee. They are circulated in order to stimulate discussion and critical comment; any opinions expressed are those of the author(s) and do not necessarily reflect the policies or opinions of IFPRI.
	<b>General information</b> <ul style="list-style-type: none"> <li>• IFPRI at a Glance</li> <li>• Division brochures</li> <li>• Strategy Documents</li> </ul>	<p>General information publications are prepared by the Communications Division and are approved for publication by the director general.</p> <p>IFPRI's Board of Trustees discusses and reviews the various Strategy Documents.</p>	
	<b>IFPRI Newsletter/Magazine</b>	The newsletter/magazine is prepared by the Communications Division and is approved for publication by the director general.	

**Map Disclaimer**

(Required on all IFPRI publications featuring maps)

"The boundaries and names shown and the designations used on the map(s) herein do not imply official endorsement or acceptance by the International Food Policy Research Institute (IFPRI)."

**External Publications Produced in Collaboration with IFPRI, featuring IFPRI's logo**

1. **Non-reviewed publications** featuring IFPRI's logo must contain the following disclaimer: "This publication has not been subjected to IFPRI's standard peer-review procedure. Any opinions stated herein are those of the author(s) and do not necessarily reflect the policies or opinions of IFPRI."
2. For **external publications that have been reviewed** (but not through the PRC), information on the review process must be forwarded to the PRC by the relevant IFPRI contributor or manager.
  - a. If the PRC **approves** the external review process, the publication may feature IFPRI's logo without the disclaimer.
  - b. If the PRC **does not approve** the external review process, the publication may feature IFPRI's logo (unless the relevant manager decides otherwise), **but must also include the disclaimer provided above.**
  - c. If the publisher does not want to add the disclaimer in cases where IFPRI has asked that it be included, then IFPRI's logo must be removed from the publication.