

Reckitt Global Hygiene Institute

Open Access Policy

Policy number: P700

1. Policy Statement

This policy outlines the open access requirements and publication guidelines for research funded by Reckitt Global Hygiene Institute (RGHI), including copyright retention, immediate accessibility of publications and data, and repository submission.

This policy applies to: All Current and Former RGHI Award Holders.

2. Requirements for Publication

All RGHI-funded research is subject to this policy, and must meet the following criteria:

2.1 Publication

- Consistent with any Global Access Commitments in the Award Holder's Grant or Fellowship Agreement with RGHI, Award Holders must seek prompt publication of funded research data and results.
- Publication may be reasonably delayed for the sole reason of patent protection. Award Holders should raise this with RGHI for discussion as soon as the issue arises.
- Publications must comply with all ethical, legal, and regulatory requirements.

2.2 Licensing and Access

- **Publication Will Be On "Open Access" Terms.** All funded research must be published under the Creative Commons Attribution 4.0 Generic License (CC BY 4.0) or an equivalent license. Award Holders shall retain sufficient copyright to ensure this.
- **Publications and Underlying Data Will Be Accessible and Open Immediately.** All funded research shall be available immediately upon publication, with no embargo period, through PubMed Central (PMC) or another openly accessible repository. The publication's metadata must acknowledge RGHI funding.

2.3 Data and Materials

- **Publications must be accompanied by a Data Availability Statement, with all underlying** data, metadata, software, and any additional materials necessary to understand, assess, and replicate the reported study fundings in totality immediately accessible upon publication. Grantees are encouraged to adhere to the FAIR principles to improve the findability, accessibility, interoperability, and reuse of digital assets.

2.4 Attribution

- Grantees must include the following acknowledgment in manuscripts submitted for publication as well as all materials arising wholly or in part from this research:

This work was funded (wholly or in part) by the Reckitt Global Hygiene Institute (RGHI) [grant number]. The views expressed are those of the authors and not necessarily those of RGHI.

Modifications to the standard language will be considered with prior authorisation.

2.5 Notification

- Grantees must notify RGHI within 30 days of both submission and publication of any research outputs, including conference abstracts and publications, providing copies of published materials.

2.6 Preprints

- While optional, Grantees are encouraged to deposit submitted manuscripts and subsequent versions on a preprint server under a CC BY 4.0 license.

3. Payment of Publication Fees

3.1 Reasonable fees

RGHI shall pay reasonable fees required by a publisher or repository to effect immediate, open access to the accepted article unless publication costs have already been included in project budgets. This includes article processing charges and other publisher fees. For special issues and supplements, only the article processing charges are covered by RGHI.

RGHI shall only pay these fees for articles published in Gold Open Access journals. Articles must be fully open access either through Gold Open Access or through a Hybrid Open

Access, but RGHI reserves the right to modify these plans in the future, Grantees can refer to the Directory of Open Access Journals (DOAJ) for a comprehensive list.

3.2 Process for payment

Award Holders should notify the RGHI Grants Team (grants_admin@mail.rghi.org) when a publication is accepted.

The RGHI Grants Team will ask for confirmation that the publication adheres to the Open Access Policy (this policy), and upon confirmation an invoice can be submitted to invoice@mail.rghi.org.

4. Policy Administration

4.1 About this Policy

Version: v3

Effective Date: 19 November 2024

Policy owner: Emily Giles, Operations and Communications Manager

Policy sponsor: Sarah Roberts, Executive Director

Contact: Emily Giles and Jamie Nunn, grants_admin@mail.rghi.org

Appendices: None

The Board of Directors of RGHI adopts this policy to establish clear guidelines, promote best practices, and ensure compliance with applicable laws and regulations. This policy aims to support RGHI's mission and enhance organisational effectiveness.

RGHI's Executive Director is responsible for ensuring implementation of this policy.

RGHI reserves the right to revise and amend this policy as necessary to ensure alignment with organisational objectives and funding priorities.

For all RGHI Policies and Standard Operating Procedure, see www.rghi.org/public-policies

4.2 Document History

Date	Revision	Reason/Description
1 August, 2021	Version 1	Executed Policy
19 June, 2024	Version 2	Updated contacts and links
19 November, 2024	Version 3	Updated criteria and language for clarity and consistency