



Confidentiality, and Conflict of Interest Policy for Editorial Staff of the ISSM Video Journal of Sexual Medicine (VJSM) (part of the ISSM Journal Family)

It is expected that all members of the editorial staff of the VJSM understand the contents of this policy and have reviewed and agreed to the following aspects in the following paragraphs.

1. **Non-competition:** During the terms of service on the editorial board for any of the journals owned by the ISSM, the Editorial staff, without the Society's written consent, shall not perform editorial services for any other journal that in the Society's judgment are directly competitive with the journals of the society, which publish only articles that would be in the purview of sexual medicine or have a significant part of the said journal articles regarding sexual medicine. The editorial members must list services in an editorial function for any such journal(s) on their COI statement so that individual cases will be reviewed. Any such possible competitive position shall be declared on the conflict-of-interest statement signed by each of the members of the editorial board.
2. **Duty of Confidentiality:** Any member of the editorial board agrees to keep all non-public information concerning the ISSM and any of its owned journals confidential. Non-public information includes all financial information and business plans not made public by the ISSM.
3. **Conflict-of-Interest:** The editorial members of the journals owned by the ISSM shall declare all potential conflict-of-interest including service as advisor or consultant for other journals publishing sexual medicine articles and industrial connections for which the member receives remuneration for such connection. Any industrial connection that includes consultant fees or membership in advisory boards, if a total amount of US\$100,000 or more (or the equivalent in local currency) has been received from or provided by one single company or organization in one calendar year, will disqualify serving as Editors-in-chief and Deputy Editors. Any industrial-sponsored research or fellowship supportive grants that include a personal salary component for the person serving in these positions should count in this compensation limit. All other industrial research funding that do not include salary support must be reported on the COI statement and the amounts of non-salaried support. Service as associate editors who qualify for this type of connection shall file this on their conflict-of-interest statements for decision by the ISSM as to whether such service will be allowed.

4. Conflict-of-interest (COI) Statements: Each member of the editorial board of the journals owned by the ISSM will be required to file with the ISSM business office a conflict-of-interest statement. Any declared conflict-of-interest will be reviewed by the Publication Committee of the ISSM for recommendation to the ISSM executive as to whether the stated conflict-of-interest should disqualify the member for continuing to serve on the editorial staff of a journal owned by the ISSM. If determined that conflict-of-interest is detrimental to the ISSM the member will be notified of termination. It is important to state here that declaring conflict-of-interest does not automatically render removal from the editorial board. Once the initial COI statement is filed, it will be renewed every year for filing with the ISSM office, if continuing service to any of the editorial boards.
5. In the event that any conflict of interest arises during their tenure as an editor the conflict must be disclosed immediately in full and in writing. Having declared the conflict of interest in writing the individual shall, on each and every occasion:
 1. withdraw from all participation in any related discussions or voting;
 2. excuse themselves physically from any related discussions;
 3. refrain from influencing others regarding any associated decision making, or discussion.

Editors are responsible for disclosing to the editor in chief any personal or financial relationship that may bias their work during the peer review process and recuse themselves when such conflicts are declared. Because it is not possible to anticipate every situation, editors should inform the editor in chief at the time of manuscript invitation of any potential conflict of interest with a potential author or reviewer. Similarly, if an editor becomes aware of an apparent conflict of interest, he or she will inform the editor in chief. The editor in chief will consult with the associate editors who are not affected by the conflict, and the affected editor agrees to abide by their decision.

6. Conflict-of-Interest for Reviewers: Any individual performing as a reviewer for articles submitted to the society's journals are not required to as stringent criteria as members of the editorial board. Their decision to judge a paper or video for acceptance is a recommendation and is not a decision by the editorial board to publish. However, they should declare a conflict-of-interest and excuse themselves from reviewing any article submitted to them for review for which they have direct professional interest in or regarding a product for which they receive any industrial support, including consultant positions, members of advisory board, speaker bureau membership for which they receive a fee, or research grants. Such a question for conflict-of-interest will be incorporated into the review page for the reviewer to use to declare no conflict or conflict which will preclude that asked reviewer to excuse themselves for submitting a review. A reviewer for any of the ISSM owned journals shall not be expected to file a conflict-of-interest with the ISSM office.