Ask authors to complete the form and send to CRG’s Managing Editor:
- Email template 1: ask Authors to complete the form.
- Email template 2: ask Authors to provide additional information

Have the authors completed a ‘Permission to co-publish’ form with all relevant information and sent to the relevant CRG?

- NO
- YES

Do the authors want to co-publish in a journal either before or at the same time as publication in the CDSR (prior or simultaneous publication)?

- NO
- YES

Does the journal appear in the list of high-profile titles?

- NO
- YES

Has the journal signed a co-publication agreement?

- NO
- YES

CEU completes the ‘Permission to publish’ form with all relevant details (including their recommendation) and sends to Wiley

- Wiley ensures that the journal signs a Cochrane co-publication agreement and grants permission to the authors, if necessary.

Wiley confirms to the CEU that the appropriate permissions are in place.

The CRG can grant permission directly – no need to refer to CEU (unless specific queries). CRG sends a copy of the completed ‘Permission to co-publish’ form to the CEU for their records.

The CRG reviews the request. Note any concerns or potential problems in the space provided in the form (including your recommendation), and send the completed form to the CEU for permission

The CEU reviews the request. The CEU may consult with the CRG, the author, and the journal, as appropriate. The CEU makes a decision.

The CEU communicates the decision to the CRG, providing reasons and feedback.

The CRG communicates the decision to the Authors.
- Email template 3: YES — permission granted
- Email template 4: NO — permission denied