

TechNet-21 Immunization Supply Chain Strengthening Microsite

Submission guidelines

September 2018

This document provides guidance for staff of immunization supply chain strengthening organizations who wish to contribute to the TechNet Immunization Supply Chain Strengthening [microsite](#).¹

What is the Immunization Supply Chain Strengthening microsite?

Immunization Supply Chain (iSC) Strengthening is a self-contained microsite within the TechNet-21 immunization platform. The goal of the microsite is to provide a one-stop shop for resources, tools, and guidance for immunization supply chain practitioners, partners, and stakeholders in support of the Gavi iSC strengthening strategy.

The iSC microsite is organized along the five fundamentals of the Gavi Immunization Supply Chain Strengthening strategy: Data for Management; System Design; Leadership; Cold Chain Equipment; and Continuous Improvement Plans. As the site primarily houses resources and guidance, it is updated on an as-needed basis as these become available.

The iSC microsite was created with funding from Gavi, the Vaccine Alliance, and is managed by UNICEF Supply Division. Alliance partners that implement the iSC strengthening strategy are encouraged to contribute to the site.

All content on the site is freely available, and UNICEF receives no fees or payment in relation to the content on the site.

Types of content

The following is an overview of the types of content contained on the iSC microsite:

- *Research articles*: Original research or previously published articles that examine the relevant issues and yield evidence on the five iSC fundamentals.
- *Case Studies*: Case studies to establish current knowledge around a specific topic through the descriptive summarization, interpretation or assessment of information and data.
- *Guidance*: Documents that outline and explain the approach, processes, and framework around implementing the iSC strengthening strategy. These can include frameworks, models, or strategies.
- *Tools and guidelines*: Sample documents and tools that enable the user to implement the guidance. These can include process guides, checklists, generic Terms of Reference (TORs), and others.
- *Links to other relevant resources*

Who should contribute

Implementing partners of the Gavi iSC strengthening strategy are encouraged to contribute in the categories outlined above, or in areas that are directly relevant to immunization supply chain strengthening. We do not accept contributions from individuals.

iSC site vs. TechNet forums and resource library

The forums and resource library on the TechNet platform are intended for peer-to-peer learning and sharing, and open to all members of TechNet. The iSC microsite is meant to provide the guidance and resources that are approved or endorsed by the Alliance partners, and thus is not open for general submissions.

¹ These guidelines have been adapted from UNICEF internal guidance on quality assurance in research and procedures for academic publishing. For more information, please refer to the UNICEF Office of Research-Innocent (<https://www.unicef-irc.org/>) and Division of Data, Research and Policy: <https://data.unicef.org/>.

How to contribute

iSC strengthening partners should continue to contribute content via uploading into the [TechNet resource library](#). Please tag the resource with the appropriate fundamental area, and inform your counterpart at UNICEF that you would like the resource to appear in the microsite. UNICEF will add the links as appropriate.

Criteria for contributions

Below are general criteria for organizations who wish to contribute content.

1. Organization name

Contributions should be clearly identified with the name and contact of the authoring organization.

2. Author responsibilities

The authoring organization are responsible for ensuring that the content is free from plagiarism, data falsification or manipulation, and does not infringe on the copyright or other proprietary rights of any third party. The information should be fact-checked and include relevant citations and references, including charts, matrixes and other references

3. Confidentiality

Confidential information is not subject to disclosure and cannot be posted on the iSC microsite. Please refer to your organization's information disclosure policy.

4. Conflict of interest

Information contained on the TechNet iSC microsite should not be used for financial gain. It is the authoring organizations' responsibility to ensure that all content is free from any perceived or actual conflicts of interest.

5. Language

If possible, all materials should be available in both English and French. It is the responsibility of the contributing organization to translate the materials into both languages.

Media

The authoring organization should ensure that photographs and videos, if any, are accompanied by proper credits. If organizations do not have a standard format for photo credits, they can use the following: ©Org name/year/photographer's name. Photos without a creative commons license or to which the organization does not have copyright to may not be published.

Copyright

The copyright and other intellectual property rights in all data generated and content on the site belongs to the authoring organization.

Questions

If you have questions about the content on this site, please email sc.strengthening@unicef.org.