

JOURNAL OF FOOD PROTECTION®
INSTRUCTIONS FOR AUTHORS
(Revised 11/18/2020)

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SCOPE OF THE JOURNAL

The *Journal of Food Protection*® (*JFP*) is an international, monthly scientific journal in the English language published by the International Association for Food Protection (IAFP). *JFP* publishes research and review articles on all aspects of food protection and safety. Major emphases of *JFP* are placed on studies dealing with:

1. Tracking, detecting (including traditional, molecular, and real-time), inactivating, and controlling food-related hazards, including microorganisms (including antibiotic resistance), microbial (mycotoxins, seafood toxins) and non-microbial toxins (heavy metals, pesticides, veterinary drug residues, migrants from food packaging, and processing contaminants), allergens and pests (insects, rodents) in human food, pet food and animal feed throughout the food chain;
2. Microbiological food quality and traditional/novel methods to assay microbiological food quality;
3. Prevention of food-related hazards and food spoilage through food preservatives and thermal/non-thermal processes, including process validation;
4. Food fermentations and food-related probiotics;
5. Safe food handling practices during pre-harvest, harvest, post-harvest, distribution and consumption, including food safety education for retailers, foodservice, and consumers;
6. Risk assessments for food-related hazards;
7. Economic impact of food-related hazards, foodborne illness, food loss, food spoilage, and adulterated foods;
8. Food fraud, food authentication, food defense, and foodborne disease outbreak investigations.

Manuscripts of a sensitive nature. Bioterrorism and food security are of major concern to all involved in food production, processing, evaluation, and distribution, including members of IAFP. Manuscripts dealing with sensitive issues are expected to approach the subject from a preventative stance and not provide a how-to guide. A review policy is used in evaluating manuscripts submitted for publication in journals published by IAFP to minimize the possibility that their contents may be used to pose a food security threat. To view the policy, go [HERE](#).

Suitability for publication. Prospective authors with questions about the suitability of their research are invited to request an opinion from the Scientific Editors.

HOW TO SUBMIT MANUSCRIPTS

Submit manuscripts online via PeerTrack at <https://www.editorialmanager.com/jfoodprot>. Instructions for online submission and a sample manuscript for formatting purposes are available on the site. Corresponding authors will be required to complete an electronic "Assignment of Copyright" form after their manuscript has been reviewed and revised. All material dealing with affairs of the Association, book reviews, or news and events of interest to IAFP Members is published in *Food Protection Trends (FPT)*. Such material should be sent directly to Donna Bahun, *FPT Production Editor*, at dbahun@foodprotection.org.

Open Researcher and Contributor ID (ORCID). *JFP* now publishes author ORCID IDs in articles. ORCID provides a persistent digital identifier that distinguishes you from every other researcher and, through integration in key research workflows such as manuscript and grant submission, supports automated linkages between you and your professional activities, ensuring that your work is recognized.

The ORCID Registry is available free of charge to individuals who may obtain an ORCID identifier, manage their record of activities, and search for others in the ORCID Registry. Click the appropriate login link at <https://www.editorialmanager.com/jfoodprot> to either register for a new ORCID or associate an existing ORCID. A new page will open to create and/or validate your ORCID. Once the validation is complete, the new page will close, and you will return to PeerTrack to finish your submission.

TYPES OF PAPERS

Research Paper. A research paper reports the results of original research that have not been published elsewhere. If the research has in part been previously reported, such as on a website, in a thesis or dissertation, or in another journal, this must be disclosed in the author's letter of submission. The journal will consider for publication research reports, which due to government regulations, have previously appeared on websites. A research paper usually consists of 10 or more double-spaced typewritten pages of text (typically no more than 18, not including the title page, abstract, highlights, reference list, figure legend, tables, and figures). A research paper deals with its subject in some depth.

Research Note. A research note is a shorter paper that describes observations made in a limited area of investigation. Negative results are sometimes best reported in the form of a research note. However, the research note should not be used as a vehicle for reporting results of inferior research. A research note usually consists of nine or fewer double-spaced typewritten pages of text (not including the title page, abstract, reference list, figure legend, tables, and figures). The author must specify that a manuscript is submitted as a research note so it can be properly evaluated during the review process.

Review and Mini-Review Papers. Review papers are scholarly summaries of the literature that synthesize the current state of knowledge. While review papers covering any aspect of food protection or safety can be submitted for consideration, papers that critically evaluate emerging, neglected, or "hot" topics in which there have been important recent advances are particularly encouraged. The journal also publishes mini-reviews. These papers focus on a narrower aspect of food safety and are generally under 8,000 words in length (including text and references). All review papers should include a title page, abstract, introduction, main text with appropriate headings and subheadings (paragraph lead-ins), conclusions, acknowledgments (optional), and references. Use of summary tables and figures is also encouraged.

General Interest Papers. General interest papers are scholarly discussions that do not fit the definition of a "Review" paper. They may be, for example, recommended methods developed by an expert committee or organization, interpretation or presentation of foodborne pathogen prevalence or foodborne illness statistical data, or best practices for controlling foodborne pathogens, etc. A general interest paper should include a title page, abstract, introduction, main text with appropriate headings and subheadings (paragraph lead-ins), conclusions, acknowledgments (optional), references, tables, and figures.

Letter to the Editor. *JFP* invites letters to the editor. Letters commenting on articles printed in this publication are subject to review from the Scientific Editors before acceptance. Letters to the Editor are limited to no more than five double-spaced pages. The author of the article that is the focus of the letter is provided the opportunity to respond to the comments. This response is sent back to the author of the letter who is then given the option to continue with the publication process or to withdraw the Letter to the Editor. If withdrawn, neither the Letter to the Editor nor the author's response will be published. If not withdrawn, both the Letter to the Editor and the author's response will be published in their entirety. Send all Letters to the Editor directly to Didi Loynachan, Administrative Editor, at dloynachan@foodprotection.org. Do not submit online.

PREPARATION OF MANUSCRIPT

All parts of manuscripts must be typed fully double-spaced, at least 11-point type, including references, tables, table captions, footnotes, and figure legends. Manuscripts must be in Word or RTF format. Page margins on all sides must be 1 in. (2.5 cm) wide. Lines on each page must be numbered consecutively to facilitate review of papers, but final revised manuscripts must NOT have line numbers. Number all pages, including tables and figures. *JFP* uses American conventions of spelling and punctuation.

Manuscripts are divided into sections (all which should be placed into one Word file, except for the figures which should be provided in separate files). These sections must be arranged in the following order:

- Title page
- Abstract
- Highlights
- Introduction
- Materials and Methods
- Results
- Discussion (or Results and Discussion combined)
- Acknowledgments
- Supplemental Materials (if applicable)
- References
- Figure legend(s)
- Tables
- Figures

Except for the introduction, all of these sections have separate headings, which should appear in the manuscript worded exactly as above. A conclusions section is not used in research papers or notes but can be included in mini-review, review and general interest papers.

Subheadings should take the form of paragraph lead-ins. Paragraph lead-ins should be boldface, indented, and run in with the text, separated by a period. Third-order subheadings will not be accepted. *JFP* follows many of the recommendations for manuscript preparation in the *ASM Style Manual*, 2nd ed., 1991, published by the American Society for Microbiology. Authors will find useful guidance concerning scientific nomenclature, abbreviations, numbers and measurement, English, references, tables, and figures, as well as a helpful bibliography. For further reference, see *Scientific Style and Format: The CBE Manual*, 6th ed., Cambridge University Press, 1994; *The Chicago Manual of Style*, 15th ed., University of Chicago Press, 2003; and the bibliographies in these guides.

ORGANIZATION OF RESEARCH PAPERS AND RESEARCH NOTES

Title Page. Type double-spaced on a separate page. At the top, provide a running head indicating the topic of the paper, followed by the type of manuscript (i.e., Research Paper, Research Note, etc.). Then list the full title of the paper, the names of all authors, and name and address of the institution(s) or organization(s) where the work was done. Do not use trade names in titles. When authors are affiliated with more than one department or unit within an institution, or with more than one institution, superscript numbers are used to indicate each author's address. Above the footnotes, supply up to six key words, indicating the principal topics of the paper. Please choose key words that are not part of the title of the paper. Footnotes are used to give the present addresses of authors who are no longer at the institution(s) where the work was done. A footnote asterisk (*) must be placed after the name of the author to whom correspondence about the paper and proofs are to be sent. The telephone and fax numbers and email address of this author are placed in the footnote of the author for correspondence. No manuscript text appears on the title page. Statements regarding institutional practices are not allowed in any part of the manuscript.

Statements disclaiming endorsement or approval of the views reflected in the manuscript should be in the Acknowledgments section.

Abstract. An abstract of no more than 2,000 characters, including spaces, must be placed on the second page of the manuscript to summarize the principal points of the study. The abstract contains only the abstract title and does not contain references, figures, or tables. Abstracts are reprinted separately by abstracting services and therefore must be meaningful without reference to the body of the paper.

Highlights. The journal publishes highlights in order to increase the visibility and discoverability of each article. **Highlights should include 3–5 bullet points limited to 85 characters each (including spaces). Each highlight should be a complete sentence that describes a main result or conclusion of the study.** A highlight title should be included and the highlights section should be placed immediately following the abstract within the manuscript file.

Introduction. The introductory section has no title and begins on the page following the abstract. It provides the reader with sufficient background information to evaluate the results of the research. An extensive review of the literature is not needed. The introduction also gives the rationale for and objectives of the study that is being reported.

Materials and Methods. Sufficient information must be provided so that another researcher can repeat the experiments that are described in the paper. If reference is made to a method published elsewhere in a journal or document that may not be readily available to most readers, then details of the method are to be included. If a published method is modified, such modification(s) must be described. Sources (company, city, state, or country) of chemicals, bacterial strains, reagents, and equipment must be identified. Delete registered and trademark symbols when given with trade names.

Availability of Materials. By publishing in the journal, the authors agree that, subject to requirements or limitations imposed by national or international laws or regulations, or institutional policies, any DNAs, viruses, microbial strains, mutant animal strains, cell lines, antibodies, and similar materials described in the article are available from a national collection or will be made available in a timely fashion, at reasonable cost, and in limited quantities to members of the scientific community for noncommercial purposes. The authors agree that they have the authority to comply with this policy either directly or by means of material transfer agreements through the owner.

Microarray Data. Where appropriate, complete microarray data must be deposited in a public database such as GEO, ArrayExpress, or CIBEX and must be accessible without restriction from the date of publication. The accession number must be included in the paper before publication and be accompanied by the website address of the databank.

Results. The Results section provides information by means of text, tables, and figures. Results and Discussion may be combined, or there may be a separate Discussion section. If a Discussion section is to be included, place extensive interpretations of results in the Discussion section. Tables and figures must be numbered in the order in which they are mentioned in the text. All

tables and figures must be cited in the text. Tables and figures reporting results should not be cited in the "Materials and Methods" section.

Discussion. Do not extensively repeat the introduction or "Results" sections. Provide an interpretation of the results in relation to known information. Conclusions should be included in this section.

Acknowledgments. Acknowledge financial and personal assistance (sources other than your institution) and any potential conflict of interest. Disclaimers of product endorsement or disclaimers of the views reflected by the manuscript are also appropriate here. While not mandated, authors are encouraged to list the roles that individual co-authors played in the development of their manuscript (e.g. microbial sequencing, metagenomic analysis, statistical analysis, mathematical modeling, etc.).

ORGANIZATION OF REVIEW, MINI-REVIEW, OR GENERAL INTEREST PAPERS

Review, mini-review, or general interest papers must have a title page and an abstract as described in the section on research papers. Do not include a table of contents. The remainder of the text begins with an introductory statement and then is divided into appropriate sections with headings and subheadings. An acknowledgment section may come at the end of the text, followed by the references, as described for a research paper. Authors are encouraged to cite original references where possible, but it is acceptable to use appropriate recent review papers in lieu of discussing numerous older papers. When appendices are included in a general interest or review paper, the decision to publish them in the article or separately as supplemental material (see below) is at the discretion of the Editor.

REFERENCES

- Number and order the references alphabetically by the last name of the authors between and within each reference.
- Order references chronologically only when all authors' names are the same with the newest first.
- Only the first author's name and initials are inverted. Coauthors should be listed by first name or initials, then last name.
- Names of governments/organizations must be spelled out and placed in alphabetical order by name. Do not use acronyms such as EPA, FDA, and USDA.
- All references must be cited in the text by italicized numbers in parentheses, with a space between the numbers of the references: (3, 7, 22). Lists of references should be in numerical order.
- Journal names should be italicized and abbreviated according to the style of *BIOSIS*.
- References may be made to papers that are in press, i.e., that have been accepted for publication. References for papers that have not been accepted for publication should be listed by the authors' names, as submitted for publication. Do not include the journal name or year.
- Examples of different types of references are given below.

Paper in a journal (inclusion of a DOI is optional)

1. Moschonas, G., I. Geornaras, J. D. Stopforth, D. Wach, D. R. Woerner, K. E. Belk, G. C. Smith, and J. N. Sofos. 2012. Antimicrobials for reduction of *Salmonella* contamination in uncooked, surface-browned breaded chicken products. *J. Food Prot.* 75:1104-1175. <https://doi.org/10.4315/0362-028X.JFP-11-492>
2. Santillana Farakos, S. M., D. Schaffner, and J. F. Frank. 2014. Predicting survival of *Salmonella* in low-water activity foods: an analysis of literature data. *J. Food Prot.* 77:1448-1461.
3. Tenorio-Bernal, M. I., B. P. Marks, E. T. Ryser, and A. M. Booren. 2013. Evaluating the predictive ability of a path-dependent thermal inactivation model for *Salmonella* subjected to prior sublethal heating in ground turkey, beef, and pork. *J. Food Prot.* <https://doi.org/10.4315/0362-028X.JFP-12-279>

Paper or chapter in a book

4. Stopforth, J. D., J. N. Sofos, and F. F. Busta. 2005. Sorbic acid and sorbates, p. 49-90. In P. M. Davidson, J. N. Sofos, and A. L. Branen (ed.), *Antimicrobials in foods*, 3rd ed. CRC Taylor and Francis, Boca Raton, FL.

Book by author(s)

5. Pitt, J. I., and A. D. Hocking. 1997. *Fungi and food spoilage*. Blackie Academic and Professional, London.

Book by editor(s)

6. Doyle, M. P., and R. L. Buchanan (ed.). 2012. *Food microbiology: fundamentals and frontiers*, 4th ed. ASM Press, Washington, DC.

Government/group publications

7. U.S. Department of Agriculture, Food Safety and Inspection Service. 2013. Detection of isolation of non-O157 Shiga toxin-producing *Escherichia coli* (STEC) from meat products and carcass and environmental sponges. MLG 5B.04. In *Microbiology laboratory guidebook*. U.S. Department of Agriculture, Washington, DC.
8. U.S. Environmental Protection Agency. 2013. Literature review of contaminants in livestock and poultry manure and implications for water quality. Available at: <http://water.epa.gov/scitech/cec/upload/Literature-Review-of-Contaminants-in-Livestock-and-Poultry-Manure-and-Implications-for-Water-Quality.pdf>. Accessed 15 April 2014.
9. U.S. Food and Drug Administration. 2009. Prevention of *Salmonella* Enteritidis in shell eggs during production, storage, and transportation; final rule. *Fed. Regist.* 74:33029–33101.

Patent

10. Hussong, R. V., E. H. Marth, and D. G. Vakaleris. January 1964. Manufacture of cottage cheese. U.S. patent 3,117,870.

Standard Methods

11. International Organization International Organizational for Standardization. 2016. *Microbiology of the food chain—method validation—Part 2: Protocol for validation of alternative (proprietary) methods against a reference method*. ISO 16140-2. International Organization for Standardization, Geneva.

Publication with no identifiable author or editor

12. Anonymous. 2001. Real decree 3-484/2000 (12 January 2001) on the hygiene of ready-to-eat foods. BOE no. 11. Boletín Oficial de Estado, Madrid.

Personal communication

13. Perrotta, N. G. 1989. Personal communication.
14. Perrotta, N. G. (University of Massachusetts). 1989. Personal communication.

Electronic mail

Email messages should include the name of the person who sent the message, the date, the subject, the sender's email address, and availability (if appropriate).

15. Notaro, J. 13 June 1994. Banned in the USA [email: jnotaro@ukans.edu]. Available from: the author at Smith@odo.msoe.edu.
16. Sofos, J. N. 3 January 2001. Personal communication [email: john.sofos@colostate.edu].

Webpages

Include author, date, title, availability information, and accession date, if needed.

17. Anonymous. 19 February 2000. Avis du Centre national de reference des *Listeria* de l'Institut Pasteur [press release]. Available at: <http://www.agriculture.gouv.fr/actu/doss/com190200.htm>.
18. U.S. Food and Drug Administration. 1999. Guidance for industry: reducing microbial food safety hazards for sprouted seeds. Docket no. 99D-4488. Available at: <http://vm.cfsan.gov/~dms/sprougd1.html>. Accessed 17 July 1999.
19. Wang, S. L., and G. C. L. Chu. 2001. Evaluation of modified atmosphere packaging systems for retaining freshness of Ontario's fruit and vegetables. Available at: <http://gov.on.ca/OMAFREA.../archives/researchfund/ofpdocs/fp4041.html>. Accessed 9 November 2001.

Full-text articles obtained from an online source

For journals without volume and page information, a document number may be used:

20. Harrison, C. L., P. Q. Schmidt, and J. D. Jones. 2 January 1992. Aspirin compared with acetaminophen for relief of headache. *Online J. Therap.* [serial online]. Doc. no. 1.

For journals with volume and page information, include the same information as print journals as well as availability information and accession date:

21. Friedman, S. A. January 1988. Preeclampsia: a review of the role of prostaglandins. *Obstet. Gynecol.* [serial online] 71:22-37. Available from: BRS Information Technologies, McLean, VA. Accessed 15 December 1990.

SUPPLEMENTAL MATERIAL

Supplemental material is information that is useful to readers, but is not essential to understanding the main results of the published article. Supplemental material can be hosted on the *JFP* website for published articles beginning in 2017. These materials may include additional figures, data sets and other tables, appendices, and additional references. One or more files may be hosted as long as they are relevant to the main article.

Supplemental material should be uploaded as part of the manuscript submission through the journal's PeerTrack Manuscript Submission System. It is preferred that supplemental figures and tables are provided in one file with each item numbered as Figure S1, Table S2, etc. Authors may choose to include figures and tables in the same file with supplemental text and/or other materials. During the process, authors should select the "Supplemental Material" paper type and appropriately title the files. The name assigned to each item should be used when citing the material within the article text.

Files will be accepted in all commonly used formats including: .docx, .pdf, .xlsx. **Supplemental material will be posted online exactly as provided by the author.** It is the author's responsibility to put supplemental material in a final, copyedited form before submission. The authors must certify that they have the right to publish all supplementary materials and are not violating copyright or software licenses by doing so. Copyright of supplementary materials remains with the original copyright holder. All supplemental material hosted on the *JFP* website will be fully available to everyone.

Supplemental material will be assigned a supplement DOI by the publisher. The DOI of a supplement should be the DOI of the original article with .s1, .s2, etc., appended at the end. In the original article, a "Supplemental Material" section should precede the references as follows:

SUPPLEMENTAL MATERIAL

Supplemental material associated with this article can be found online at: [URL to be completed by the publisher].

PREPARATION OF TABLES

If submitting tables, the format must be XLS or DOC. In DOC files, use the Table Tools feature; **DO NOT INSERT AS A GRAPHIC**. Each table, comprising the title, body, and footnotes, must be typed double-spaced on a page separate from the manuscript text. The tables should follow the Figure Legend(s) or References, one table per page. Number the tables in the order in which they are first cited in the text. The title is brief but fully descriptive of the information in the table. Headings and subheadings must be concise; abbreviations are used. **Use no vertical rules, no shading, no graphics, and only three full horizontal rules: under the title, under the box heads, and at the bottom of the table.** Use italic superscript letters for footnotes. Like data in columns must read down, not across. A well-organized table should be understandable without extensive reference to the text.

PREPARATION OF FIGURES

Type figure legends double-spaced in a list on a page separate from the figures. The Figure Legends section should be placed within the manuscript file following the References. Number each consecutively in the order in which they are first cited in the text. All illustrations, both line drawings and halftones (e.g., photographs), must be submitted in electronic format, preferably in separate files. Figures should not be less than 85 mm wide, should not be framed with a box, and

should not contain horizontal lines or gridlines within the figure. Figures containing multiple components (e.g., 1A, 1B, 1C, etc.) should be mounted together on the same page with appropriate labels. Place the figure number in the upper-right corner of the page. Data presented in figures must not be repeated in tables.

Figures are normally published in black and white. Figures can be published in color, but there is an additional cost to the author. Authors wishing to publish figures in color should indicate this when submitting the manuscript. Embed fonts when using Photoshop, Illustrator, and other graphics programs. If you do not embed your fonts, and we do not have them in our library, your figure will not convert to PDF. It is preferred that the figures be uploaded in separate files.

The preferred formats for electronic figures are TIF, EPS, JPG or PDF. The following native application file formats are also acceptable for final figures: Adobe Photoshop, Adobe Acrobat, Illustrator, Canvas, PowerPoint, Word and Excel. If you have other software, you should scan your figures and submit as TIF files. The resolution required for halftone and color images is 300 dots per inch (dpi); line is usually good at 300 dpi, but if there are fine lines and screens, figures should be scanned at 600 dpi. Please note that images that are in JPG or GIF format are normally 72 dpi and not acceptable for printing. Digital color files must be submitted in CMYK mode.

COMMON ABBREVIATIONS

Frequently used acceptable abbreviations are given below. For further details on abbreviations, see the current edition of the *ASM Style Manual*. Note that a period is used with some but not all abbreviations. Abbreviations of non-SI units (e.g., atm) must be followed by the corresponding converted quantity and SI unit in parentheses: 1 atm = 101.29 kPa.

ångström, Å atmosphere, atm base pairs, bp
calorie, cal centimeter, cm
CFU (never spelled out: colony-forming units)
cubic centimeter, cm³ day (no abbreviation)
degrees Celsius, °C
degrees Fahrenheit, °F diameter, diam
enzyme-linked immunosorbent assay, ELISA
equivalent weight, eq wt fluid ounce, fl oz
Fourier transform infrared spectroscopy, FTIR
gram, g gravity, *g*
hour(s), h

high-performance liquid chromatography, HPLC
international unit, IU intramuscular, i.m.
intraperitoneal, i.p. intravenous, i.v.
kilocalorie, kcal kilogram, kg kilometer, km
lethal dose, median, LD₅₀
liquid chromatography-tandem mass spectrometry, LC-MS/MS
limit of detection, LOD
liter, L
logarithm (base 10), log logarithm (base *e*), ln
lumen, lm
lux, lx
matrix-assisted laser desorption/ionization time of flight, MALDI-TOF

meter, m microequivalent, μeq microgram,
 μg microliter, μL micrometer, μm
micromole, μmol milliequivalent, meq
milligram, mg milliliter, mL millimeter, mm
millimolar, mM minute(s), min
molar, M
mole, mol
most probable number, MPN
nanometer, nm normal, N number, no.
optical density (please indicate wavelength),
OD
parts per billion, ppb parts per million, ppm
PCR (never spelled out: polymerase chain
reaction)

percent, %
PFU (never spelled out: plaque-forming
units)
pulsed-field gel electrophoresis, PFGE real-
time (quantitative) PCR, qPCR reverse
transcription PCR, RT-PCR revolutions per
minute, rpm
second, s
species (singular), sp. species (plural), spp.
specific activity, sp act
thin-layer chromatography, TLC UV (never
spelled out: ultraviolet) volume/volume (v/v)
weight/volume (w/v) weight/weight (w/w)
whole genome sequencing, WGS

POLICY ON COMMERCIALISM

Manuscripts submitted for consideration for publication in *JFP* are not to be used as a platform for commercialism or the promotion of branded products or services. References to branded products or services, except as may be warranted by scientific merit and research data or as are necessary for the understanding evaluation and replication of the work described are to be avoided. In general, the trade name of a product should be used only once in a manuscript and that is in the "Materials and Methods" section. In addition, evaluation of scientific merit is not possible with strict proprietary secrecy. Authors must reveal the basis for the activity or mechanism of a proprietary product so that reviewers may gauge its plausibility. The excessive use of brand names, product names, logos or trade names, failure to substantiate performance claims, and the failure to objectively discuss alternative methods, processes, products, and equipment may be considered indicators of commercialism. Disclosure and acknowledgment of both funding sources and any conflicts of interest by the authors is encouraged. Restricting commercialism benefits the authors and the audience of *JFP*. The Scientific Editor shall in his or her sole discretion determine whether a submitted manuscript violates this policy on commercialism.

REVIEW PROCEDURE

The *Journal of Food Protection* uses a single-blind review process. The manuscript submission and peer review process is broken down into the following 6 steps:

1. The Author submits a manuscript.
2. The Administrative Editor assigns a Scientific Editor to the manuscript.
3. The Scientific Editor assigns 2+ Reviewers to the manuscript.
4. The Reviewers review the manuscript.
5. The Scientific Editor makes a decision to revise, accept or reject.
6. The Author is contacted by email with the decision.

An Editorial Manager “Tutorial for Authors” is available at <https://www.editorialmanager.com/jfoodprot>. It provides step-by-step instructions with screenshots for submitting a manuscript to the *Journal of Food Protection*. New authors should register or login via the provided ORCID ID link. A manuscript number is assigned to all successfully submitted manuscripts, and should be included in all correspondence and on the revised manuscript for identification.

The main objective of the review is to evaluate the scientific merit of the study. However, reviewers will assess the overall impact of the findings and the interest of the manuscript to the global food safety community. Manuscripts of regional significance are welcome, provided that they have scientific rigor, and/or provide new insights, and/or address a contemporary food safety challenge and/or constitute an undisputed contribution to the improvement of food safety worldwide. To assess compliance of manuscripts with these requirements, reviewers will further evaluate whether a manuscript is likely to be cited, or whether data presented may be utilized for risk assessments, is of value to the food industry or regulators, or can be used for developing risk mitigation strategies.

Manuscripts are accepted for publication only after they have been reviewed by two or more members of the Editorial Board or by ad hoc reviewers with the requisite expertise. **Non-English-speaking authors are responsible for ensuring that their article is written in the best possible English, thereby demonstrating sensitivity for the time and effort that the reviewers will expend on their assessment.**

After review, the manuscript is returned to the author for revision in accord with suggestions made by the reviewers and the Editor. Authors can hasten publication of their papers by submitting well-written manuscripts conforming to *JFP* style and by revising and returning manuscripts promptly. If, after review of a manuscript is completed, the author chooses to withdraw rather than to revise the paper, the Scientific Editor should be notified promptly. If the author does not respond within 60 days after a reviewed paper is returned, the paper will be considered withdrawn. Authors are notified by email when a manuscript has or has not been accepted for publication.

PUBLICATION PROCESS

The *Journal of Food Protection* posts PDF versions of peer-reviewed manuscripts as soon as possible after acceptance. Articles will be published online in an “as is” format, without copyediting or typesetting. This version will allow authors to cite and disseminate their work very quickly after final approval. At this stage, the paper will already have a unique Digital Object Identifier (DOI) that will be included in the citation. After the proofs have been completed and approved by the author; scheduled for publication; and the final version with page numbers is completed, the “Online Early” version will be replaced with the final Version of Record. The DOI will never change and will ensure that the most recent version of the paper is always being accessed.

Proofs of accepted manuscripts are sent to the author for correction within 6-8 weeks after acceptance. They should be proofread carefully according to the instructions attached and returned within 4 days. Authors will be charged for major corrections to their proofs.

Membership in the International Association for Food Protection is not a prerequisite for acceptance of a manuscript for publication. Non-member scientists are invited to submit papers for consideration for publication. However, authors may pay the Member rate for publications fees if at least one coauthor becomes an IAFP Member.

The Scientific Editors assume that the corresponding author has received proper clearance from his or her organization and from coauthors for review and publication of the paper. It is also assumed that the paper is not being considered for publication in any other journal or publication.

Authors are responsible for the scientific accuracy of their papers. *JFP* assumes no responsibility for errors made, including those that may be made in the copyediting process, or conclusions reached by authors.

WITHDRAWING YOUR MANUSCRIPT

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