SCALLOP

Consortium Agreement, 18th of January 2018

Addendum to agreement, 20th of March 2018

This document seeks to outline the terms of reference for the oversight, governance, activity and output of the SCALLOP consortium.

Background

Genetic determinants of plasma protein concentrations aka pQTLs can provide new insights into regulation of molecular pathways and provide tools to assess biomarker causality using Mendelian Randomization.

The SCALLOP consortium members aim to collaborate to identify novel genetic determinants for plasma protein concentrations measured using the Olink PEA technology. The basic assumption is that each of the participating members are PIs (or closely connected to PIs) of human sample collections in which analyses of plasma proteins using the Olink PEA technology and genome-wide genotyping have been performed.

The consortium members will share summary statistics from genome-wide SNP association analyses of plasma protein concentrations in the respective participating study collection with the intention of analysing data jointly for the discovery of new genetic loci linked to plasma protein concentrations.

Basic expectations

Consortia work has become common practice and many researchers have experience of such collaborative frameworks. In SCALLOP, the basic rules are similar as in other consortia, with the key principles being.

1. **Open and transparent communication of activities within the consortium and disclosure of closely related work outside of it**
2. **Equal opportunities for contributions across participating members**
3. **Equal access to data**
4. **Adherence to common practices for conference presentations and authorships**
5. **Rapid response to requests for feedback**

Governance

The organisation will function in a democratic, transparent and coordinated way. Regular meeting invites will always be sent to all of the consortium members.

Policies

Cohort PIs will retain all rights to their own data. The members retain the right to terminate their participation in SCALLOP at any time, after which data will be removed from the system within a month. If a combined analysis has already progressed to a final version, and manuscript preparation is underway, the results will remain as are, even in the event of termination, but no future joint analyses will be conducted on that specific dataset.

Only summary statistics are shared for meta-analysis. In future, the consortium *may* expand by a) joining of additional members, b) analyses of individual level data or c) association with clinical data. Any expansion of the remit will need to be agreed on by all consortium members and is likely to be agreed on project-by-project. All additional members will need to agree to the present consortium agreement.

Data sharing

The summary statistics data will be stored and analysed at the TRYGGVE secure system. Tryggve is a Nordic platform for collaboration on sensitive data, funded by NeIC and the ELIXIR nodes in Denmark,

Finland, Norway and Sweden. Whilst the high security may not be required for the purpose of a protein GWAS meta-analysis, this system allows SCALLOP to grow in the event that the collaboration is expanded. The system will allow study collection data to be uploaded via a secure connection and analysed by installation of appropriate software. All SCALLOP members will have access to and permissions to upload and analyse data in the Tryggve system.

https://www.csc.fi/-/tryggve

Industrial collaborators

Industrial and academic collaborators who contribute relevant data to the consortium will participate on an equal basis to the consortium. All results from SCALLOP analyses will be made publically available in due course through publications. In the spirit of open access, the consortium will strive to make the full summary SNP data available. If that is not possible the consortium will look consider alternative solutions such as creation of a dedicated web site for summary results with restricted logins.

Analyses

A work plan is written as a separate document and will be followed once approved by all consortium members.

Publications and Authorships

A publication plan will be developed and may be modified based on the results following agreement from the members. Publications should be prepared and submitted as rapidly as possible after the results have been reviewed and confirmed. The standard and widely accepted criteria for authorship on scientific papers (ICMJE criteria http://www.icmje.org) will be followed. These require: a) substantial contributions to the conception or design of the work; or the acquisition, analysis, or interpretation of data for the work; AND b) drafting the work or revising it critically for important intellectual content; AND c) final approval of the version to be published; AND d) Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

Study collection PIs will generally meet these conditions and be named authors when their data were used. Other authors will be included as appropriate given their involvement in that project. The order of authors and number of authors per study cohort will be decided upon amongst consortium members. A typical number of authors per cohort is 3-4. The general principles apply that more prominent positions and additional people as co-authors are given to cohorts participating actively in statistical analyses, follow-up studies of identified loci and drafting of manuscript(s) emerging from the collaboration. Shared first- or senior authorships may be given if warranted by the amount of work into the project. Contribution of data only is unlikely to qualify for shared senior authorship.

Presentations prior to publication (i.e. conferences and conference calls) need to be approved in advance. Abstracts, posters, and presentations to be submitted for conferences should be circulated to the PIs and coauthors at least one week in advance. Feedback should be returned promptly. No response within a set period of time indicates approval. All groups and institutions that participate in SCALLOP shall have equal opportunity to lead sub-projects within the consortium.

Approval

Approval of this agreement is provided by sending an email to the participating members as of June 2016 with the wording “I agree to the principles for the SCALLOP consortium as described in the consortium agreement”

SCALLOP

Addendum to SCALLOP consortium agreement, March 20th 2018

The SCALLOP consortium agreement regulates code and conduct within the consortium. All PIs participating in SCALLOP have agreed to the agreement upon joining the consortium.

In a recent steering committee meeting it was raised that the consortium agreement should be complemented with more detailed rules for e.g. data sharing and authorships beyond main manuscripts for SCALLOP subprojects. A survey was made to collect feedback around these topics. After discussion at the SCALLOP SC, the following items should be added to the consortium agreement.

1. Summary statistics should be released to the SCALLOP PIs *who contributed data* to a specific meta-analysis as soon as it's completed.
2. The SCALLOP policy is *to release summary statistics* for our meta-analyses projects. The summary statistics should be released upon acceptance of the main manuscript describing new pQTLs using an unrestricted repository.
3. Ancillary projects that are conducted using the early access to summary data from a SCALLOP meta-analysis *should be discussed and approved at a SCALLOP SC meeting*. This process depends on trust and transparency. We acknowledge that it can be difficult to determine the origin of a novel finding; i.e. whether the meta-analysis results were necessary or whether it could have emerged from an individual cohort. Therefore, our general policy will be "if in doubt, disclose". Potential conflicts with other manuscripts within SCALLOP should be resolved at a SCALLOP SC in the first instance.
4. The authorships policy for manuscripts that build on early access SCALLOP summary statistics is to include some co-authors from the group(s) conducting the meta-analysis and inclusion of the SCALLOP banner.
5. If the need arises, summary statistics from individual SCALLOP cohorts may be moved and analysed at local secure servers managed by a SCALLOP PI. The group responsible for the SCALLOP subproject will let the other PIs know if and when that is needed.
6. The official SCALLOP home page www.scallop-consortium.com currently contains only superficial information about the study cohorts. It was decided that additional information such as study size and Olink proteomics panels are included there.

Approval of this addendum to the SCALLOP consortium agreement is provided by sending an email to anders.malarstig@ki.se with the wording "I agree to the principles for the SCALLOP consortium as described in the updated consortium agreement".