



## Membership Qualifications and Rules

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### ***Qualifications for Membership***

Publishers International Linking Association, Inc (PILA) is a not-for-profit membership organization. PILA runs the CrossRef service, enabling links to and from online journal articles. The PILA by-laws state that membership is open to any organization engaged in the business of publishing original scholarly materials.

The following conditions must also be met to qualify for membership:

- The Organization applying for membership must publish primary scholarly journals that are available online in full text
- The Organization must submit metadata, as defined by PILA, for substantially all its content that is online in full text
- In an Organization with multiple divisions, the largest legal entity is considered the PILA member and all divisions are subject to the terms of the PILA Membership Agreement

### **Review Procedures**

- The Executive Director of PILA will review and approve applications for membership according to these terms and the PILA by-laws
- An Organization denied membership has the option of having the membership application reviewed by the Membership Committee of the PILA Board of Directors

### ***Membership Rules***

1. Members must pay the fees listed in the CrossRef Schedule of Fees
2. The Primary Publisher Annual Member Fee is based on the number of journals available online

3. Members must deposit metadata from all their online journals in the CrossRef system. Members are expected to deposit metadata on a current basis (i.e. articles should be deposited in CrossRef as soon as possible after being published) and if they fail to do so in 2001, action will be taken. However, during startup there is some flexibility and tolerance about delayed deposit of articles from 2000.
4. Before retrieving DOIs for references in an article from a particular journal, Members must be depositing articles from that journal on a current basis.
5. Members may "cache" retrieved DOIs (i.e. store them in their local systems).
6. Members may appoint Agents to act on their behalf with CrossRef (registering metadata, looking up DOIs). An Agent can represent any number of members. For example, HighWire Press can act as an Agent for CrossRef members.
7. The copyright owner of a journal has the sole authority to designate, or authorize an agent to designate, the depositor and resolution URL for articles that appear in that journal.
8. DOI-routed reference links enabled by CrossRef must resolve to a response page containing no less than complete bibliographic information about the target article, with information about how the content can be acquired and/or a hyperlink leading to the content itself. Access to abstracts and full text is controlled by the member's online publishing system and access beyond the bibliographic information is at the member's discretion
9. A primary journal (whether it is hosted by the publisher or included in an aggregator service) must be deposited in the CrossRef system before a CrossRef Member or Affiliate can retrieve DOIs for references from articles in that journal

#### Rules for Organizations with primary and other, non-primary divisions or products

1. Organizations with both primary and other, non-primary divisions or products must pay an Annual Member Fee and an Annual Administrative Fee if DOIs are used in both primary and secondary content
2. Organizations with both primary and other, non-primary divisions or products can have a combined retrieval process for DOIs and share them within the organization (i.e. pay one retrieval fee for each DOI)
3. Non-primary divisions or products in an organization with a primary division or primary journals will not be allowed to retrieve DOIs unless the primary journals' metadata is deposited in the CrossRef system