

**Part 1:** **TITLE, AUTHORS, APPROVALS, etc**

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| **Code assigned:** | ***2023.002G*** |  |
| **Short title:** Establish a formal procedure for taxonmic proposal (TaxoProp) withdrawal, and a location to store rejected and withdrawn TaxoProps |
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**Author(s) and email address(es)**

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| Zerbini FM, Kuhn J | zerbini@ufv.br; kuhnjens@mail.nih.gov |

**Author(s) institutional address(es) (optional)**

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**Corresponding author**

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| Zerbini FM |

**List the ICTV Study Group(s) that have seen this proposal**

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| N/A |

**ICTV Study Group comments and response of proposer**

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**ICTV Study Group votes on proposal**

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| **Study Group** | **Number of members** |
| **Votes support** | **Votes against** | **No vote** |
| N/A | N/A | N/A | N/A |

**Authority to use the name of a living person**

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| --- | --- |
| **Is any taxon name used here derived from that of a living person (Y/N)** | N |

|  |  |  |
| --- | --- | --- |
| **Taxon name** | **Person from whom the name is derived** | **Permission attached (Y/N)** |
| N/A | N/A | N/A |

**Submission dates**

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| --- | --- |
| Date first submitted to SC Chair | June 23, 2023 |
| Date of this revision (if different to above) |  |

**ICTV-EC comments and response of the proposer**

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**Part 2:** **NON-TAXONOMIC PROPOSAL**

**Text of proposal**

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| The International Committee on Taxonomy of Viruses (ICTV) currently does not have a formal procedure for taxonomic proposal (TaxoProp) withdrawal. In recent years, withdrawals have been done informally at authors' requests. This proposal aims to make it official that a submitted TaxoProp will be withdrawn at the authors' request, sent by email either to the appropriate ICTV Subcommittee (SC) Chair or to the ICTV President at any time after submission and before the next upcoming ratification vote (Ratified TaxoProps may not be withdrawn). The email should be sent by the corresponding author, indicating how many authors support the request. A simple majority is required for withdrawal. Withdrawn proposals are proposed to be given “W” status and to be stored in a ICTV Executive Committee (EC)-restricted area of the website together with TaxoProps that have been rejected (which are proposed to be given “J” status to differentiate them from ratified (R) TaxoProps). |

**Part 3:** **TAXONOMIC PROPOSAL**

**Name of accompanying Excel module**

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| N/A |

**Abstract**

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| N/A |

**Text of proposal**

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| N/A |

**Supporting evidence**N/A**References** N/A |