



Part 1: TITLE, AUTHORS, APPROVALS, etc

Code assigned:	2020.002G
Short title: An expedited procedure for correction of unintended errors in ratified virus taxonomy	

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

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ICTV study group comments and response of proposer

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Authority to use the name of a living person

Taxon name	Person from whom the name is derived	Permission attached (Y/N)

Submission dates

Date first submitted to SC Chair	1 July 2020
Date of this revision (if different to above)	3 July 2020

ICTV-EC comments and response of the proposer

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Part 2: NON-TAXONOMIC PROPOSAL

Text of proposal

This proposal addresses the need for an expedited procedure for correcting unintended errors that are detected in proposed taxonomy during or after ratification by the full ICTV membership.

Due to the increasing number of taxonomic proposals being processed and the largely manual operation currently used for proposal submission, unintended errors often occur in the spreadsheets used to define changes to virus taxonomy. Although many of these errors are corrected through review by EC members and subsequently through QC checks, some may still remain undetected until after the ratification vote has commenced, only to be discovered during formal documentation and public release of the newly ratified taxonomy.

Errors of significant concern are those for which the ratified taxonomy (as specified in the proposal spreadsheet) clearly does not reflect the intention of the proposers (as described in the proposal Word document). This may involve, for example, assignment of a lower-rank taxon to the incorrect higher rank, duplicate taxon names, or assignment of an incorrect or misspelled taxon name. According to the current procedures, correcting such errors requires a new taxonomic proposal to be processed through the annual cycle, thus embedding the errors as official taxonomy for up to 12 months.

A more rapid mechanism is needed to allow correction of obvious errors that result in the ratification of unintended nomenclature and taxonomic assignments. We propose the following:

1. Errors detected by any individual will be reported in the first instance to the relevant Virus Subcommittee chair(s), who will consult with the authors of the proposal.
2. If the reported error requires correction, the Virus Subcommittee chair will advise the Proposals Secretary and submit a brief taxonomic proposal and accompanying spreadsheet documenting the correction.
3. The Proposals Secretary will then assign the correction proposal a number and forward it to the Data Secretary and President. If all three Officers agree that the correction should be made to reflect accurately the content of the ratified proposal, the correction will be approved. If there is not unanimous agreement that the correction is justified, the correction proposal will be required to follow the annual process of EC approval and ICTV ratification.
4. Correction proposals approved through the expedited process will be posted on the ICTV website in the Approved Proposals folder.
5. Identified, corrected, and approved errors will be incorporated into the official taxonomy as soon as reasonably possible. Corrections approved at least two weeks prior to the public release of the new, official Master Species List (MSL) will be incorporated into the forthcoming release. Otherwise, the corrections will be incorporated into an incremental, quarterly update to the MSL, if at all possible.

Part 3: TAXONOMIC PROPOSAL

Name of accompanying Excel module

Abstract

Text of proposal

Supporting evidence

References