

# General GenAI Usage Declaration Template

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**Project Title / Manuscript Name:** \_\_\_\_\_

**Lead Researcher / Author(s):** \_\_\_\_\_

**Assigned Data Steward and/or Research Software Engineer:** \_\_\_\_\_

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**Date:** \_\_/\_\_/\_\_\_\_.

## 1. Tool Identification

*Please list all Generative AI tools used during this research or drafting process.*

- **Name of GenAI Tool(s):** \_\_\_\_\_
- **Version / Model (e.g., Free, Paid, Local, Open Source):** \_\_\_\_\_
- **Key Capabilities Utilized (e.g., RAG, text-to-text, audio transcription):**  
\_\_\_\_\_
- **Justification (Why was this specific tool chosen?):**  
\_\_\_\_\_

## 2. Scope of Application

Describe the specific task(s) for which the GenAI tool was utilized. (Check all that apply and provide brief details)

**Planning & Ideation:** \_\_\_\_\_

**Data Processing (e.g., coding, formatting):** \_\_\_\_\_

**Literature Searching / Summarization:** \_\_\_\_\_

**Drafting / Language Polishing:** \_\_\_\_\_

**Other:** \_\_\_\_\_

### 3. Human Oversight & Verification

GenAI systems should empower human beings, requiring proper human oversight and verification at every stage.

- **Method of Documentation:** Briefly describe your systematic method for documenting your GenAI use (e.g., prompt logs, version control).  
*Description:* \_\_\_\_\_
- **Bias Mitigation:** How did you test for and mitigate prevailing biases or lacunae in the AI's output?
  - *Description:* \_\_\_\_\_
- **Verification of References:** If the GenAI output contained references, describe how you verified that these references exist and correctly represent the original authors' meaning.
  - *Description:* \_\_\_\_\_

### 4. Ethical Affirmations

*By signing below, the author(s) affirm the following statements regarding the ethical and responsible use of GenAI:*

I/We acknowledge that we are ultimately responsible for any research output generated with AI.

I/We affirm that GenAI was **not** used to fabricate or manipulate research data and results.

I/We affirm that GenAI was **not** used to generate image-based data (e.g., Western blots, research figures).

I/We confirm that no proprietary, confidential, or unethically sourced data was inadvertently revealed or uploaded to the GenAI tool without proper safeguards.

I/We have reviewed and adhered to the latest AI guidelines published by our target journal/publisher (e.g., Springer Nature, Wiley,...) as well as COPE's or GAMER statements on authorship and AI tools.

I/We affirm that no output from GenAI is presented as a standalone Research Result; all conclusions are the result of human oversight.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_