Procedure of reviewing

1. After submitting by the author an article in Internet system Chief Editor delivers it to the Section Editor.

2. Section Editor appoints at least two reviewers regarding that none of the reviewers has the same affiliation as the author. If possible one reviewer should come from another country than the author.

   A list of potential reviewers is given in the internet pages www.rog.gik.pw.edu.pl and in Internet system of article managing. Section Editor is allowed to add to the reviewer base a new reviewer by registering him in the Internet system and granting him adequate entitlements.

3. After receiving at least two positive reviews Section Editor can recommend to the Chief Editor the publication of the article.

4. In the case of any negative review the article is given back to the author in order to make amendments. Author is enabled to assume an attitude to the reviews and send it to the Editing Office. Editing Office delivers these remarks to the reviewer.

5. After receiving the article for reviewing the reviewer can decide if he is able to review it or he refuses to make a review. In the case of accepting the reviewing the reviewer confirms that:
   - there are no any direct relations between him and the author,
   - there are no any professional relations between him and the author,
   - he did not cooperate earlier with the author.

6. The reviewer is making the review using the forms available in the Internet system and send it by electronic way to the Editorial Office. One printed copy of the review should be signed by the reviewer and send to the Editorial Office. It is allowed to send a scan of the signed review.

7. After receiving by the Section Editor of at least two positive reviews and recommendation of the publication of the article, the Chief Editor sends the article to printing section.

The Editorial Office requests the Section Editors to send immediately the articles to the reviewers. The reviewers are also requested to prepare the reviews in a due time. In the case of any delay the Chief Editor will send every 21 days the reminder e-mails with the remarks of necessity to send the article to the reviewers or to make the reviews.