EDITORIAL AND PUBLISHING POLICY

„Engineering Management in Production and Services” scientific journal

1. „Engineering Management in Production and Services” scientific journal is a quarterly published by the Bialystok University of Technology Publishing House.

2. Faculty of Management bears the costs of publishing. However, the Rector of the Bialystok University of Technology may decide to co-finance the magazine from his/her reserves. The journal may also be subsidized by an adequate ministerial department or from other sources.

3. Thematic scope of the journal includes the following areas: production engineering, logistics management, manufacturing and service management, organisation management, tourism economics, economics and politics.

4. Articles shall be sent to the editorial board by electronic system (as doc/docx files), in compliance with the official form published on the website of the journal (www.jem.pb.edu.pl). A model form can be found in Appendix 1.

5. Submitted manuscripts shall be written in English.

6. Submitted manuscripts are peer-reviewed. A manuscript must obtain two positive reviews by independent experts before being accepted for publication. The review form can be found in Appendix 2.

7. Thematic Editor proposes the candidate for the reviewer and, if necessary, verifies authors’ compliance with the conditions stated in the Review and approves or disapproves the manuscript for printing.

8. Submission of a manuscript implies that the work described has not been published previously and that it is not under consideration for publication elsewhere. Authors of a submitted manuscript must sign a declaration confirming that (Appendix 3).

9. It is a condition of publication that authors assign copyright or license the publication rights in their articles, including abstracts, to Bialystok University of Technology (Appendix 3).

10. Only persons that have made a contribution to the contents of a submitted manuscript may be considered its authors. Attributing a manuscript to persons that have made no (or very little) input to the submitted manuscript is unacceptable. Authors must provide the statement on each co-author’s percentage contribution to the submitted manuscript (Appendix 4).

11. Financial and in-kind contributions to the creation of a submitted manuscript must be acknowledged.

12. Any form of scientific fraud and the infringement of intellectual property rights will be disclosed.

13. Ethics Policy is an integrated element of editorial and publishing policy (Appendix 5).

14. The final decision on the publication of a manuscript is taken by the Editor-in-Chief.

15. Once a year, a list of reviewers who reviewed the works submitted for publication in a given year is published in the last issue of the journal. The list of reviewers is also published on the journal’s website (www.jem.pb.edu.pl).

16. All issues of the journal are published in print and electronic versions. The reference version is the print one.