

## **PUBLISHING ETHICS**

### **EDITORS' RESPONSIBILITIES**

An editor has a complete responsibility to accept or reject the submitted paper. To ensure an objective and fair evaluation process, all papers submitted to Acta regionalia et environmentalica are peer-reviewed in a single-blind fashion. The editor is also required:

- To confer with editorial board and reviewers for an evaluation to use in making decision to accept or reject the submitted paper.
- Not to disclose any information about the submitted paper under consideration to anyone other than reviewers and potential reviewers.
- No to use any unpublished information disclosed in the submitted paper.
- Avoid any potential conflicts of interest.
- Give a prompt and unbiased consideration to all submitted papers offered for publication, judging each without regard to race, gender, religious belief, ethnic origin, citizenship, or political philosophy of the authors, and respecting the intellectual independence of the authors.
- To investigate any suspicion of misconduct (fabrication or falsification of research results, plagiarism, copyright infringement, redundant publishing) and provide redress.

### **AUTHORS' RESPONSIBILITIES**

**Authors guarantee that the paper is an original work written by stated author(s) and it has not been published before.**

#### **Authorship**

- To be listed as an author, an individual should have made substantial contributions to the paper creation in the form of its conception, data acquisition, analysis, interpretation, drafting or revising it. Those who were helpful during the research process but who do not qualify as authors may be recognized in the acknowledgments.

#### **Source of funding and conflict of interest**

- Information about any sources of funding for research must be stated in the acknowledgment section of the submitted paper.
- All relevant authors' conflicts of interest must be included in the paper. They may include employment, sources of funding, personal financial interests, etc.

#### **Misconduct**

- Avoiding of the following misconduct is fundamental – fabrication or falsification of research results, plagiarism and redundant publishing. Fabrication means making up data or results and recording or reporting them. Falsification is research manipulating, changing or omitting data or results. The Office of Research Integrity states plagiarism as both the theft or misappropriation of intellectual property and the substantial unattributed textual copying of another's work. It does not include authorship or credit disputes.

### **Intellectual property and copyright**

- Cite and reference other relevant published work on which the submitted work is based.
- Obtain permission from the copyright owner to use/reproduce the copyrighted content (e.g. figures and tables) in the submitted paper, if applicable.
- All authors are required to grant to the Journal publisher an exclusive publishing licence – licensing agreement.

### **REVIEWERS' RESPONSIBILITIES**

#### **Reviewers should judge objectively the quality of the submitted paper.**

- They should explain and support their judgments in such a way that editors and authors may understand the basis of their comments.
- They have to comment on any evidence of scientific misconduct in papers they review.
- They must disclose conflicts of interest resulting from direct competitive, collaborative, or other relationships with any of the authors.
- They must treat the submitted material in confidence until it has been published.
- They should not use or disclose unpublished information in the submitted paper, except with the consent of the author.