Publication Ethics and Publication Malpractice Statement

Ethical guidelines for journal publication

Our publication ethics and publication malpractice statement is mainly based on the Code of Conduct and Best-Practice Guidelines for Journal Editors (Committee on Publication Ethics, 2011).

**DUTIES OF EDITORS**

**Fair play** Submitted manuscripts are evaluated for their intellectual content without regard to race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors.

**Confidentiality** The Editor-in-Chief and any editorial staff must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, as appropriate.

**Disclosure and conflicts of interest** Unpublished materials disclosed in a submitted manuscript must not be used in an Editor's own research without the explicit written consent of the author(s).

**Publication decisions** The handling Editor-in-Chief of the journal is responsible for deciding which of the submitted articles should be published. The Editor-in-Chief may be guided by the policies of the journal's Editorial Board and constrained by such legal requirements as shall then be in force regarding libel, copyright infringement and plagiarism. The Editor-in-Chief may confer with other editors or reviewers in making this decision.

**DUTIES OF PEER REVIEWERS**

Contribution to editorial decisions Peer review assists the Editor-in-Chief in making editorial decisions and, through the editorial communication with the author, may also assist the author in improving the manuscript.

**Promptness** Any invited referee who feels unqualified to review the research reported in a manuscript or knows that its timely review will be impossible should immediately notify the Editor-in-Chief so that alternative reviewers can be contacted.

**Confidentiality** Any manuscripts received for review must be treated as confidential documents. They must not be shown to or discussed with others except if authorized by the Editor-in-Chief.

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DUTIES OF AUTHORS

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