

# Publication Ethics and Malpractice Statement

This statement is fully consistent with the Committee of Publication Ethics' (COPE) Code of Conduct (<https://publicationethics.org/files/u7141/1999pdf13.pdf>) and is based on the Committee on Publication Ethics (COPE) Best Practice Guidelines.

We encourage the best standards of publication ethics and take all possible measures against publication malpractices. For all parties involved in the act of publishing (the author, the journal editor(s), the peer reviewer and the publisher) it is necessary to agree upon standards of expected ethical behavior and to recognize their ethical and other responsibilities.

## **Duties and responsibilities of editors**

The editors accept obligation to apply best practices for improving the quality and integrity of the journal and encouraging the academic communication. The editors will always publish corrections, clarifications, retractions and apologies when needed.

*Editorial Board* : Editorial board consists of recognized experts in the relevant science fields. Full names and affiliations of the members are provided on the journal webpage as well as updated contact information for the editorial office.

*Publication decisions and Fair play*: Submitted manuscripts are evaluated for their intellectual content without regard to race, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors. The editor is responsible for deciding which of the papers submitted to the journal will be published. The decision will be based on the paper's importance, originality and clarity, and the study's validity and its relevance to the journal's scope. Current legal requirements regarding libel, copyright infringement, and plagiarism should also be considered.

*Confidentiality*: The editor 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*Disclosure and conflicts of interest*: Unpublished materials disclosed in a submitted manuscript must not be used in an Editor's own research without the explicit written consent of the author(s). Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Editors should recuse themselves from considering manuscripts in which they have conflicts of interest.

*Publication ethics and procedures for dealing with unethical behaviour*: Editors will take responsive measures when ethical concerns are raised with regard to a submitted manuscript. In no event shall a journal or its editors encourage research misconduct, or knowingly allow such misconduct to take place. Every reported act of unethical publishing behaviour will be looked into carefully, whereas whoever informs the editor or publisher of such conduct should provide sufficient information and evidence in order for an investigation to be initiated. We follow the **COPE Flowcharts** when dealing with cases of suspected misconduct and the publisher or editor shall deal with allegations for them appropriately.

## **Reviewers' responsibilities**

Contribution to editorial decisions: The peer-reviewing process assists the editor and the editorial board in making editorial decisions and, through the editorial communication with the author, may also assist the author in improving the manuscript.

Promptness: Any invited and selected 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 supervising editor and withdraw from the review process, so that alternative reviewers can be contacted.

Confidentiality: Any manuscripts received for review are confidential documents and must be treated as such; they must not be shown to or discussed with others except if authorized by the Editor-in-Chief (who would only do so under exceptional and specific circumstances). This applies also to invited reviewers who decline the review invitation.

Standards of objectivity: Reviews should be conducted objectively. Personal criticism of the author is inappropriate. Referees should express their views clearly with supporting arguments.

Acknowledgement of sources: Reviewers should identify cases in which relevant published work referred to in the paper has not been cited in the reference section. They should point out whether observations or arguments derived from other publications are accompanied by the respective source. Reviewers will notify the editor of any substantial similarity or overlap between the manuscript under consideration and any other published paper of which they have personal knowledge.

Disclosure and conflict of interest: Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Reviewers should not consider manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions associated with the papers.

## **Duties of Authors**

Publication and Submission fee: The fee from the authors for processing the manuscript, including the review process and technical pre-press preparation is 100 Euro, beyond eventual conference registration fee. Full information about fees is clearly stated on the journal's website before authors begin preparing their manuscript for submission.

Reporting standards: Authors of original research should present an accurate account of the work performed and the results, followed by an objective discussion of the significance of the work. The manuscript should contain sufficient details and references to permit others to replicate the work. Review articles should be accurate, objective and comprehensive, while editorial 'opinion' or perspective pieces should be clearly identified as such. Fraudulent or knowingly inaccurate statements constitute unethical behavior and are unacceptable.

Originality and plagiarism: Authors should ensure that they have written and submit only entirely original works, and if they have used the work and/or words of others, that this has been appropriately cited. Publications that have been influential in determining the nature of the work reported in the manuscript should also be cited. Plagiarism takes many forms, from "passing off" another's paper as the author's own, to copying or paraphrasing substantial parts of another's paper (without attribution), to claiming results from research conducted by others. Plagiarism in all its forms constitutes unethical publishing behavior and is unacceptable.

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*Multiple, duplicate, redundant or concurrent submission/publication:* Papers describing essentially the same research should not be published in more than one journal or primary publication. Hence, authors should not submit for consideration a manuscript that has already been published in another journal. Submission of a manuscript concurrently to more than one journal is unethical publishing behavior and unacceptable.

*Authorship of the manuscript:* Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as coauthors. Where there are others who have participated in certain substantive aspects of the research project, they should be named in an Acknowledgement section. The corresponding author should ensure that all appropriate co-authors (according to the above definition) and no inappropriate co-authors are included in the author list of the manuscript, and that all co-authors have seen and approved the final version of the paper and have agreed to its submission for publication

*Disclosure and conflicts of interest:* All authors should disclose in their manuscript any financial or other substantive conflict of interest that might be construed to influence the results or their interpretation in the manuscript. All sources of financial support for the project should be disclosed (including the grant number or other reference number if any).

*Acknowledgement of sources:* Authors should ensure that they have properly acknowledged the work of others, and should also cite publications that have been influential in determining the nature of the reported work. Information obtained privately (from conversation, correspondence or discussion with third parties) must not be used or reported without explicit, written permission from the source. Authors should not use information obtained in the course of providing confidential services, such as refereeing manuscripts or grant applications, unless they have obtained the explicit written permission of the author(s) of the work involved in these services.

*Hazards and human or animal subjects:* If the work involves chemicals, procedures or equipment that have any unusual hazards inherent in their use, the authors must clearly identify these in the manuscript. If the work involves the use of animals or human participants, the authors should ensure that all procedures were performed in compliance with relevant laws and institutional guidelines and that the appropriate institutional committee(s) has approved them; the manuscript should contain a statement to this effect. Authors should also include a statement in the manuscript that informed consent was obtained for experimentation with human participants. The privacy rights of human participants must always be observed.

*Peer review:* Authors are obliged to participate in the peer review process and cooperate fully by responding promptly to editors' requests for raw data, clarifications, and proof of ethics approval, patient consents and copyright permissions. In the case of a first decision of "revisions necessary", authors should respond to the reviewers' comments systematically, point by point, and in a timely manner, revising and re-submitting their manuscript to the journal by the deadline given.

*Fundamental errors in published works:* When an author discovers a significant error or inaccuracy in his/her own published work, it is the author's obligation to promptly notify the journal's Editor-in-Chief or publisher and cooperate with them to either retract the paper or to publish an appropriate erratum.

## **Publisher's statement**

In cases of alleged or proven scientific misconduct, fraudulent publication or plagiarism the publisher, in close collaboration with the Editors-in-Chief, will take all appropriate measures to clarify the situation and to amend the article in question. This includes the prompt publication of an erratum or, in the most severe cases, the complete retraction of the affected work.

Digital Archiving: The publisher ensures digital preservation of access to the journal content within its WebArchive by the Server of the Union of scientists in Bulgaria – branch Sliven.

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Name of the journal: The name of the journal "Announcement of Union of scientists - Sliven" is unique and is not the one that is easily confused with other journal(s) or that might mislead potential authors and readers about the journal's origin or association with other journals.