

PRINCIPLES OF PUBLICATION ETHICS OF THE «HUMAN. COMMUNITY MANAGEMENT» JOURNAL

An author applying for publication guarantees that:

- he/she is honest in collecting and interpreting research data, i.e. that the text does not contain false facts and information, and misleading references;
- the text presented is original and has never been published partly or as a whole;
- the text does not contain incorrectly formalised borrowings (plagiarism);
- the text correspondingly acknowledges all the persons (co-authors), who participated in producing of the results and the text presented;
- the citing of the works used in the research and the article is complete and accurate;
- the text is not planned to be published by another journal or edition;
- the access to data of the research described in the text is available or can be reached by an existing and/or the described method;
- the method of collecting and analyzing the data is presented in the form reproducible for other researchers;
- the text does not contain personal critics or remarks related to the authors of the earlier published works in the field;
- all the institutions/foundations/endowments and grants financed the research are acknowledged;
- he/she takes part in preparation to the publication correctly and timely reacting on the editorial board's remarks by sending the information necessary for publication.
- confirms that his/her publication does not violate any copyright and guarantees to the publisher that all the losses shall be compensated in case such violations detected.
- grants to the publisher exclusive copyright for the purposes of proper distribution and the policy of the information use unless otherwise specified.

A reviewer is requested to follow the below listed principles:

- to caution about any conflict of interests before the reviewing;
- to keep the materials reviewed and their evaluation confidential out of the frames of the reviewing;
- to develop a specified, substantiated, and correct review containing constructive and functional recommendations on how to improve the text reviewed;
- to follow reviewing deadlines contracted with the editor's board;
- to duly and promptly inform the editor's board about the fact that he/she is not enough qualified for the reviewing or is unable to develop the review before the deadline;
- to inform the editors that he/she is enough informed to claim that the work presented contains false data, plagiarism and borrowings.

The editor's board guarantees that:

- the authors be informed about the receipt of the article applied in five days after the article has reached;
- the authors be informed in the abovementioned period of time that the article shall be arranged for qualified double blind reviewing (anonymous for both the reviewer and the author);
- the reviewing and correspondence with the author shall be confidential;
- the texts and the research data in them are kept from public disclosure before being published;
- the author will be timely and accurately informed about reviewer's remarks and how to improve the article after them and in time;
- all the errors and mistakes will be published corrected if discovered by the author in his/her results or/and conclusions after the article is published.

The editor's board may reject the text before its formal reviewing if it is found to be out of the format or content of the journal or if the evidence exists of the fact that the text has been published or is being reviewed partially or as a whole at another edition.

The editor's board is always ready to provide necessary explanations on its decision, and to bring its excuses in case of impossibility to strike a compromise between intellectual and ethical norms.

In case there appear the facts of plagiarism, deceit or other misbehaviour in publication of scientific materials, the editor's board reserves the right to amerce the author as follows and/or in every and/or each case:

- to refuse to publish the article applied;
- to veto the author's publications in the journal for a set period of time.

The editor's board also reserves its right to inform the relative editions about the cases of corporate culture violations by providing them with the names of the violators. All the correspondence connected with the violation shall be kept for the period of three years.