

Ethical Standards

WSB-DSW Merito Scientific Publishing House (hereinafter referred to as the Publishing House) strives to maintain the highest ethical standards at every stage of the publishing process. To ensure scientific integrity, transparency, and high-quality publications, the Publishing House adheres to principles defined based on the guidelines of the Committee on Publication Ethics (COPE).

Publisher's Obligations and Standards of Conduct

The Publishing House's primary responsibilities include overseeing the proper, impartial, and legal conduct of the publishing process. As part of these efforts, the Publishing House commits to adhering to the following principles:

1. The Publishing House is responsible for the final selection and the scientific and editorial quality of published works. Decisions to accept or reject a manuscript for publication are based solely on its scientific merit, innovativeness, technical integrity, and compliance with the Publishing House's thematic profile.
2. The Publishing Council exercises substantive oversight over the implementation of the publication policy. The Council members review submitted projects, ensure the highest scientific standards at the publishing house, and support the Publisher in objectively assessing the value of submitted works.
3. The evaluation of submitted materials is conducted in a completely objective manner, respecting the principle of equal treatment. The race, gender, religion, sexual orientation, ethnic origin, citizenship, or political beliefs of the authors have no influence on the decision-making process or the evaluation of their work.
4. All materials submitted by authors and information obtained at any stage of the publishing process (including during reviewing and translation) are confidential. The Publisher's employees and collaborators may not disclose texts to unauthorized persons or use the research, data, or concepts contained therein.
5. The Publisher makes every effort to ensure impartiality in the editorial and review processes. 6. The Publisher actively monitors submitted works to detect plagiarism, self-plagiarism, falsification of data or methodology, and phenomena such as ghostwriting (omitting the true co-author) or guest authorship (attributing authorship to someone without creative input). Technological tools and artificial intelligence (AI) systems are not considered co-authors. If there is reasonable suspicion of an ethical violation, the Publisher initiates an investigation in accordance with COPE guidelines. If abuse is confirmed, the Publisher refuses publication, and the academic institutions employing the author may be notified.

7. If significant errors or violations of law are discovered in a published work, the Publisher immediately publishes a correction, erratum, or retracts the publication, marking the online version with an appropriate notice.

8. The Publisher provides readers with clear information about the sources of funding for the publication and, in the case of Open Access publications, transparently defines the terms and licenses used before the process begins. The publishing house applies uniform standards for qualifying scientific monographs for publication, regardless of the publication fee and the amount of this fee.

Authors' Obligations and Standards of Conduct

Authors submitting their works to the Publisher are obligated to respect copyright, scientific integrity, and transparency.

1. Only original works, resulting from the author's own research and creative work, may be submitted for publication. The use of excerpts from other authors' works, data, tables, or illustrations requires precise attribution in footnotes and bibliography. Plagiarism in any form is prohibited.

2. Simultaneous submission of the same manuscript to multiple publishers or journals is prohibited, as is republication of the same content (self-plagiarism) without clearly indicating that the text constitutes secondary use of the material (e.g., in the form of a reprint with the consent of the original Publisher).

3. Authors are obligated to present research results in a transparent and reliable manner. Fabricating data, manipulating results, or deliberately omitting facts that contradict the proposed theses constitutes a gross violation of scientific ethics. 4. All persons listed as Authors in the submitted work must have made a significant and actual contribution to its development. All persons influencing the final form of the work should be listed as Co-Author(s).

5. Authors are required to submit a written declaration of the sources of funding for the publication (financial disclosure), such as grants, subsidies, statutory funds, or support from commercial institutions. They are also required to disclose any potential conflicts of interest (financial, personal, or professional) that could affect the interpretation of the results.

6. If the Author discovers a significant error or inaccuracy in their text (during the editorial process or after publication), they are obligated to immediately notify the Publisher for corrections, errata, or retraction.

Reviewer Obligations and Standards of the Review Process

1. Reviewers undertake to evaluate only works that fall within their area of scientific specialization and research achievements. If the appropriate qualifications are lacking

or the deadline cannot be met, the Reviewer is obligated to immediately inform the Publisher and refrain from preparing the review.

2. The Reviewer must not have a personal relationship (relationship, close acquaintance), professional relationship, or direct reporting relationship with the Author of the reviewed work. The external Reviewer cannot be an employee of the same academic institution as the Author. Disclosing a conflict of interest during the review process requires the Reviewer to withdraw from the contract.

3. The review must be formulated objectively, impersonally, and substantively. Any comments or requests for rejection or correction of the work should be clearly and thoroughly justified.

4. All reviewed texts are treated as confidential documents. The Reviewer is prohibited from sharing manuscripts with third parties, consulting them without the Publisher's consent, or using the data, ideas, or concepts contained therein before the work's official publication. 5. The Reviewer is obligated to prepare and deliver the review within the time specified in the contract with the Publisher. Should unforeseen circumstances arise that prevent the timely completion of the review, the Reviewer is obligated to arrange a new deadline with the Publisher immediately.

Responsibilities and Standards of Conduct of Scientific Editors

Scientific Editors responsible for the substantive preparation of multi-author publications fulfill their duties through the following responsibilities:

- The Editors are directly responsible for the scientific quality of the volume, the proper selection of authors, and the initial verification of the originality of all submitted chapters.
- The Editor is obligated to maintain complete objectivity and promptly disclose to the Publisher any relationships that could create a conflict of interest with the authors.
- If any attempts at scientific misconduct are detected, the Editor is obligated to immediately notify the Publisher and closely coordinate the process of implementing substantive corrections by the authors.