

## **EDITORIAL ETHICS**

### **1. The principles of the professional ethics for Editorial Office and Publisher:**

The Editorial Office (The Editor) in their actions should follow the contemporary requirements of the legislation of Russian Federation in relation to Copyright rules, plagiarism, and professional ethical principles. These requirements are supported by the community of the top publishers and mean the responsibility of the Editorial Office for publishing of Author(s) materials in accordance the basic principles of actuality, originality, and scientific validity of the work, namely accepting the roles of other scientists in the close area(s), the obligatory citation of the results of previous works, including all the participants collaborated into the list of Co-Authors, approving the submitted manuscript by all the Co-Authors, as well as the urgent corrections all the errors and inaccuracies revealed by the Authors and/or Editorial Office. Any unpublished results contained in the manuscript under consideration must not be used or transferred to any third parties without the written confirmations by the Author. Any information or ideas obtained during editorial process should be kept confidential. The Editor must not permit the publication of materials suspicious for plagiarism or containing the information prohibited for publication. The Editor and the Publisher cannot leave any claims concerning manuscripts considered without replies. At the case of the conflict arising, the infringed rights of any parties should be restored.

### **2. Ethical principles for Reviewer activity**

The Reviewer provides the expert evaluation of Author's materials that means its unbiased character. The fulfillment of the following principles is required: the manuscript should be considered as the principally confidential document which cannot be transferred to any third parties without official permission of the Editorial Office. The Reviewer should give the objective and argued evaluations to the results discussed. The personal criticism of the Author is prohibited; any unpublished data obtained from manuscript considered must not be used in any personal aims. If the Reviewer suspects the lacking of enough qualification for manuscript evaluation, or has the conflict of interests with Author(s) or any related Authorities, he should inform the Editor on the necessity to avoid the reviewing process.

### **3. Ethical principles for action of the Author**

The Author(s) are of personal responsibility on the novelty and reliability of the results to be published; it means the fulfillment of the following: the Author(s) should guarantee the correspondence of the results to these criteria. The obviously erroneous data or falsifications are absolutely unacceptable. Any reproduced fragments or statements should be indicated together with the corresponding source of information and their author(s). The excessive borrowings as well as the plagiarism in any forms, including non-indicated citations, re-phrasing or assigning the results of other persons are classified as non-ethical and unacceptable. All the references on the works related to the current one should be given. The Authors should avoid re-submission of the papers previously submitted to other journals or being under consideration elsewhere. The list of Co-Authors should include all the persons having the participation in the current work; the persons not participated are not recommended to be included into list of Co-Authors. If the Author(s) reveal the errors and inaccuracies in the manuscript during its Editorial processing or after its publication, the Editorial Office should be informed on that as soon as possible.

Editorial policy of the journal “Vestnik of St. Petersburg State University” follows the recommendations of the International Committee on Publication Ethics (COPE).