**Journal «REGIONAL GEOLOGY AND METALLOGENY»**

**Publishing Ethics**

 The editorial board of the scientific journal "Regional Geology and Metallogeny" adhere to internationally adopted principles of publishing ethics specifically outlined in the Code of Conduct and Best Practice Guidelines for Journal Editors and the Code of Conduct for Journal Publishers, which were drawn up by the Committee on Publication Ethics (COPE). In its publishing activities the editorial board of the journal observe international copyright laws, current legislation of the Russian Federation, and international standards for editors and authors.

 To avoid any possible misconduct in publishing activities (plagiarism, fraud, errors etc.), to assure the quality of scientific publications as well as recognition of the scientific findings obtained by the author by scientific community, each member of the editorial board, author, reviewer, along with the institutions participating in publishing activities shall adhere themselves to high standards of publication ethics, norms and rules and take all reasonable, possible, due, or necessary precautions to prevent their violation.

1. **Responsibilities of Editorial Board and Editor**

Editors are accountable and should take responsibility for everything they publish; therefore, it is necessary to adhere to the guidelines as follows:

* 1. Encourage the editorial staff, editorial and publishing group, members of the Editorial board, reviewers and authors to fulfill ethical duties in accordance with these requirements.
	2. Editorial Board Members are required to maintain confidentiality about the submitted manuscripts and must not divulge any information to any third party other than people relevant to the article in the process of its preparation for publication.
	3. Always be willing to publish corrections, clarifications, retractions and apologies when needed.
	4. Editors have the discretion to reject the manuscript or require the author to amend and alter it, if it is not in the line with the instructions provided in the journal’s guidelines or contains plagiarism and fraud.
	5. If an article is accepted for publication, it is made publicly available; authors retain their copyrights.
	6. Declare and publish the funding source of the research if authors provide this information.
	7. Editors agree to make all reasonable efforts to correct any errors that could affect the interpretation of data or information presented in a manuscript, grammatical, stylistic and other errors once they are found.
	8. Any significant editorial changes require the approval of authors.
	9. Editors shall aim to ensure timely publication of the journal issues and avoid unnecessary delays.

 **2. Responsibilities of Authors**

Authors (or a group of authors) submitting manuscripts to the scientific journal "Regional Geology and Metallogeny" are accountable for their content:

2.1. Authors assume responsibility for submitting valid research findings only. Any fabrication, falsification or fraud is unacceptable.

2.2. Authors shall ensure that the research findings in the articles submitted for publication are original. Any publications cited with the copyright owner's permission should be presented in the correct form and the precise sources must be indicated. Excessive citations or quotations as well as plagiarism in any form, including citation not meeting standard requirements, rephrasing or usurpation of authorship of other scientists’ research findings are unethical and unacceptable. Unauthorized reproduction of any article content (text, graphics, raw data, etc.) is deemed to be plagiarism.

2.3. Results discussed in the article should be reliable, valid and meet the criteria of and reproducibility by other researchers. Authors should obtain written permission to use any information obtained privately as in correspondence, conversation or discussion with third parties. All facts and data must be genuine and valid, any fabrication and falsification is unacceptable.

2.4. When submitting an article, authors should state in their cover letter that the article has not been published elsewhere. Authors must avoid duplicate publication. If some parts of the manuscript were previously published, the author must refer to the earlier work and indicate the differences between the new work and the previous one.

2.5. Authors should not submit to the journal a manuscript that has been sent to another journal and is being considered for publication, neither should they submit an article that has already been published elsewhere.

2.6. All scientists who contributed to the research should be acknowledged. The article should contain references to their works which were used in the research process.

2.7. Authors should be conscious of the ethics when they criticize or comment on researches of third parties.

2.8. The list of co-authors should include all scientists who made a significant contribution to the research. There must be no guest or gift authors in the list of co-authors.

2.9. Authors should recognize the authority of the editorial board and respect peer reviewers. Authors should implement their recommendations on how to improve their manuscripts; otherwise, authors should clarify why these changes are undesirable.

2.10. Manuscripts submitted for publication should be in the line with the instructions provided in the journal’s guidelines.

2.11. Authors should alert the editorial board promptly if they discover a significant error or inaccurate data in the article being reviewed or published article.

2.12. Authors are obliged to provide the editorial board with evidence of data accuracy in their manuscripts or correct significant errors timely if the editorial board or publisher were informed about them by third parties.

2.13. Authors should state their place of employment and the source of financial support of the researches.

 **3. Responsibilities of Peer-Reviewers**

Peer-reviews represent direct reflection of the quality of the work of the authors and the institutions that support them. Peer-reviewers should carry out objective and unbiased evaluation of authors’ manuscripts, therefore they should adhere to the following principles:

 3.1. Any manuscripts received for review must be treated as confidential documents. They must not be shown to, or discussed with others except as authorized by the editors.

 3.2. Reviewers are deemed to know that any manuscripts received for review represent intellectual property of the authors and contain information that is not subject to disclosure. Exceptional case might arise when serious misconduct has been identified (such as possible data fabrication, falsification, plagiarism, image manipulation, unethical research, biased reporting, authorship abuse, redundant or duplicate publication).

 3.3. A reviewer should call to the editor’s-in-chief attention any substantial similarity or overlap between the manuscript under consideration and any other published paper of which they have personal knowledge, as well as any statement, observation, derivation, or argument previously reported in other publications or by other authors that is not accompanied by the relevant citation.

 3.4. Reviewers should identify relevant published work that has not been cited by the authors.

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 3.6. Reviewers’ commentary and advice should be objective and constructive, aimed at assuring the quality of the manuscripts under consideration.

 3.7. Reviewers should advise and make recommendations supported by facts and evidence.

 3.8. The manuscripts received for review should not be retained or copied.

 3.9. Privileged information or ideas obtained through peer review must be kept confidential prior to publication and not used by reviewers for their personal advantage.

 3.10. Reviewers should notify the editorial board as soon as possible if they find they do not have the subject expertise required to carry out a proper assessment of all aspects of the manuscript or might not be objective if any potentially conflicting or competing interests exist between them and authors or institutions and should recuse themselves from the peer-review process.

 3.11. The editorial board of the journal «REGIONAL GEOLOGY AND METALLOGENY» rely on a blind peer-review process. The names of the reviewers are hidden from the authors. At the same time, at the reviewer’s will and upon the reviewer’s written consent the name of the reviewer can be disclosed to the author.

 **4. Conflict of interests**

All interested parties are encouraged to avoid any conflict of interest at any stage of the process of publication. Conflicting or competing interests appear if an author, a reviewer or a member of the editorial board have the relationships (personal, financial, scientific, professional, political or religious, etc.) that may affect their actions.

In order to avoid any conflict of interest and in accordance with the ethical standards of the journal, each of the parties shall act as follows: see Misconduct.

 **Misconduct**

If any violation of the publication ethics or misconduct is identified on the part of an editor, an author or a reviewer, it is required to carry out an investigation. This applies to both publications and manuscripts. At the request of the editorial board, the engaged parties shall respond to accusations. No conflict of interests shall be provoked.

If significant inaccuracies have been found in a published manuscript, a correction must be issued as soon as possible in a form that is suitable for readers and indexing systems.