

## **THE ETHICS OF THE QUARTERLY ZAGADNIENIA DORADZTWA ROLNICZEGO**

The editorial office of the quarterly Zagadnienia Doradztwa Rolniczego, taking care of the quality of the published content, have developed publishing standards based on the recommendations of the Publication Ethics Committee (COPE). The aim of COPE is to identify best practices for publishing high-quality research papers in an ethical manner.

### **Responsibilities of the Editorial Board**

#### **Confidentiality**

The Editorial Board of the journal ensures that it will not disclose information about the submitted article to third parties other than the author/authors indicated in the work, reviewers or potential reviewers and other members of the Editorial Board.

#### **Review**

The Editorial Board of the journal is obliged to submit the article anonymously for review to two independent reviewers, experts in a given field.

#### **Decision to publish the article**

The decision-making person regarding the publication of the article in the issue of the journal is the Editor-in-Chief, taking into account the opinions of reviewers and comments of the Editorial Board. The Editor-in-Chief is obliged to apply the current legal status in the field of defamation, plagiarism or infringement of copyright.

#### **Unethical practices**

The Editorial Board of the journal is obliged to take appropriate steps in the event of disclosure of unethical practices, such as a conflict of interest, inaccuracies in the content or plagiarism. After examining the reported abnormalities, the Editorial Board has the right to withdraw an article approved for publication or published.

### **Responsibilities of the reviewers**

#### **Conflict of Interest**

The reviewer is obliged to notify the Editorial Board of a personal, financial, intellectual, professional, political or religious conflict of interest and to report a refusal to review the article. If the reviewer finds that he does not have the qualifications needed to perform the review, his duty is to immediately notify the Editor.

#### **Punctuality**

The review should be performed within the agreed time. If this date is changed, it is necessary to notify the Editor about it in order to agree a new date or to appoint other reviewer.

## **Feedback**

The role of the reviewer is to support the editorial board of the journal in making editorial decisions regarding the acceptance of the article for publication or its rejection. The reviewer in his work shows the author how to make a correction or improve the content of the article.

## **Confidentiality**

The journal uses an anonymous review, which means that the reviewers do not know the identity of the authors and the authors do not know the identity of the reviewers. Therefore, the content of the reviews provided to the Editorial Staff is confidential and it is not allowed to disclose it to third parties.

## **Responsibilities of Authors**

### **Authorship**

All persons listed as authors should make a significant contribution to the preparation of the article, i.e. to the conception, execution, interpretation and development of conclusions. It is important to identify the percentage of individual authors' contributions. The author submitting the study should be sure that all persons working on the article have been mentioned in the paper and are familiar with and accept the final version of the article.

### **Conflict of Interest**

The author/authors are required to indicate any financial or personal relationships or relationships with other organizations that may contribute to a conflict of interest.

### **Research reports**

The author/authors, when submitting an article containing research results, should provide a detailed description of the work performed. It is the responsibility of the author/authors to interpret the results objectively. The data that make up the basic conclusions should be presented reliably so as to enable the identification and retrieval of sources of the data used. It is forbidden to intentionally make untrue or imprecise statements.

### **Source**

The author/authors are obliged to quote the publications that were used to prepare the article.

### **Mistakes in articles**

If the author/authors notice a significant error or inaccuracy in the published work, they are obliged to immediately notify the Editorial Board of the journal in order to correct the article in the form of an erratum.

### **Oryginal**

The author/authors should submit to the Editorial Board of the journal only the original work, not previously published in another journal. Authors are required to inform the Editorial Board of the originality of the work submitted in a relevant statement. It is unethical to submit an article for publication in more than one journal.