

Peer Review Policy

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1. Purpose

The purpose of the Peer Review Policy is to ensure that all manuscripts submitted to the journal are evaluated fairly, objectively, and independently by qualified experts. Peer review is an essential part of the academic publishing process and helps maintain the quality, integrity, and credibility of the journal. This policy outlines the principles, procedures, and responsibilities that guide the peer review process.

2. Nature of Peer Review

- The journal follows a double-blind peer review process, where both the reviewers and authors remain anonymous to each other to ensure impartiality and objectivity.
- Each manuscript is reviewed by at least two independent reviewers who are experts in the relevant field of study.
- The review process aims to evaluate the quality, originality, validity, and significance of the submitted research and its contribution to the academic community.

3. Objectives of Peer Review

The peer review process is designed to:

- ✓ Ensure that only high-quality and original research is published.
- ✓ Assess the scientific rigor, accuracy, and relevance of the manuscript.
- ✓ Identify strengths, weaknesses, and areas that require improvement.
- ✓ Provide authors with constructive feedback to enhance the quality of their work.

- ✓ Uphold ethical research and publishing standards.

4. Review Process Overview

The journal follows these key steps in the peer review process:

1. **Initial Screening**

The editorial office screens all submissions to ensure they meet the journal's scope, formatting requirements, and ethical standards. Manuscripts with plagiarism, poor structure, or insufficient originality may be rejected at this stage.

2. **Assignment to Editor**

A subject-specialized editor is assigned to manage the review process of the manuscript.

3. **Reviewer Selection**

Qualified reviewers with expertise in the relevant field are invited based on their academic credentials, publication record, and prior experience. Reviewers must have no conflicts of interest with the authors or the research.

4. **Review Evaluation**

Reviewers evaluate the manuscript and provide written feedback on aspects such as:

- Originality and relevance of the topic
- Clarity of objectives and research questions
- Methodological soundness
- Data accuracy and interpretation
- Relevance of literature review
- Quality of discussion and conclusion
- Ethical compliance

5. **Decision Making**

Based on reviewers' comments and recommendations, the editor makes one of the following decisions:

- a. Accept as it is
- b. Minor revisions required
- c. Major revisions required
- d. Reject

6. **Revision Process**

Authors are invited to revise their manuscripts according to reviewers' comments and resubmit within the specified time. Revised papers may undergo an additional round of review.

7. **Final Decision and Publication**

The final publication decision rests with the Editor-in-Chief, who considers the reviewers' evaluations, editorial judgment, and the overall quality of the paper.

5. Responsibilities of Reviewers

Reviewers are essential in maintaining the quality and credibility of the journal. They are expected to:

- Maintain confidentiality and not share the manuscript or its content with others.
- Provide objective, constructive, and timely feedback.
- Avoid personal criticism of the author.
- Declare any potential conflicts of interest and decline review if one exists.
- Identify any ethical concerns, plagiarism, or data manipulation.
- Support the editor in making informed and fair publication decisions.

6. Responsibilities of Editors

Editors play a key role in overseeing the peer review process. They must:

- Ensure that all manuscripts undergo fair and unbiased peer review.
- Select appropriate and qualified reviewers free from conflicts of interest.
- Maintain confidentiality and transparency throughout the process.
- Communicate reviewers' feedback clearly to the authors.
- Make publication decisions based solely on academic merit, quality, and relevance.
- Take appropriate action in cases of suspected research or publication misconduct.

7. Responsibilities of Authors

Authors are responsible for cooperating fully in the peer review process. They should:

- Respond promptly and professionally to reviewer comments and editorial decisions.
- Revise manuscripts carefully in line with reviewers' suggestions and provide a detailed response letter.
- Avoid attempting to influence the review process.
- Notify the editor immediately if they identify an error in their submitted or published manuscript.

8. Confidentiality

- All materials submitted for review are treated as confidential documents.
- Reviewers and editorial staff must not use information obtained through peer review for personal advantage or share it with others.
- Identities of reviewers and authors are kept confidential under the double-blind review system.

9. Conflict of Interest

- Reviewers, editors, and authors must disclose any potential conflicts of interest (financial, institutional, personal...).

- Editors will avoid assigning reviewers who have a close professional or personal relationship with the author(s) or are affiliated with the same institution.

10. Misconduct in Peer Review

- Any unethical behavior, such as breach of confidentiality, bias, or misuse of reviewed materials, will result in disciplinary action, including removal from the reviewer or editorial board.
- If unethical author behavior (e.g., plagiarism, data manipulation) is discovered during peer review, the editorial office will follow the procedures outlined in the Publishing Ethics Policy.

11. Transparency and Continuous Improvement

- The journal is committed to transparency in the peer review process and continuous improvement of editorial practices.
- Feedback from authors, reviewers, and readers is welcomed to enhance the efficiency and fairness of the review process.
- The journal periodically reviews and updates this policy to align with global ethical standards, including those set by the Committee on Publication Ethics (COPE).