

RULES OF PUBLISHING ETHICS IN EULA PUBLISHING HOUSE

These rules apply to all compact items (monographs, commentaries, etc.) published by EWSPA, as well as scientific journals and materials from international conferences. All those involved in the publication process are obliged to familiarize themselves with the following principles of publication ethics and to abide by them.

In its activities in the field of both book and journal publications, the Publishing House of the European School of Law and Administration (hereinafter referred to as the Publishing House) applies the principles of publication ethics derived from the Code of Conduct adopted by the Committee on Publication Ethics (COPE). These standards apply to all entities involved in the publishing process and all stages of the process.

Authors are obliged to declare the originality of the submitted text, the copyright they hold in it, and to refrain from unethical practices such as ghostwriting or guest authorship. If it is shown that an author has misappropriated any of the principles of publishing ethics, committing, for example, plagiarism or publishing as an original work a work already published elsewhere - in whole or in part - the Publisher reserves the right to withdraw from publication.

If the text (monographs, etc.) involves research funded by an institution, association or other entity (public or private), the author is obliged to inform the Publisher about it.

In the case of co-authored or multi-authored works (chapters of a monograph, parts of a commentary), each author is obliged to specify the author's contribution - according to a substantive, percentage or mixed key.

The publishing procedure in each case includes mandatory verification of submitted works by an advanced anti-plagiarism system. A positive result of such verification may be an independent basis for rejection of the work.

The publisher supports the principles of reliable conduct in science, as described in the codes of ethics for academics and other documents (such as "Integrity in scientific research and respect for intellectual property").

Each monographic publication should have at least one reviewer who is a recognized authority in the relevant scientific discipline. Reviews shall be drawn up objectively and fairly. Reviewers are obliged to express their opinions clearly and to support their theses with factual arguments. The publisher does not disclose to the author the details of the reviewers of his work.

All parties involved in the publishing process are obliged to report any case of conflict of interest. In particular, the Publishing House will not appoint as a reviewer a person who is in a relationship of direct business subordination with the author or in any other relationship (professional or personal) that could cause such a conflict of interest.

Participants in the publishing process are obliged not to disclose data on submitted works to outsiders. The publisher shall ensure confidentiality of information and protection of personal data - in accordance with applicable laws.

The publisher undertakes to respect the authors' moral rights, in particular, to respect the right to authorship and to decide how to designate authorship, to care for the reputation and good name of the authors and the work. News (data) obtained during the evaluation of publications, as well as rejected texts may not be used (in whole or in part) in their own research by members of the editorial board or reviewers without the written consent of the author.

The publisher ensures a fair and professional publishing process, including the editorial process.

Texts submitted by authors are published on the basis of author's publishing contracts, regulating all copyright issues. The author is obliged to make a statement that the copyright of the work transferred to the publisher on the date of its acceptance by the Publisher is not limited by any rights of third parties.

The author is responsible for the substantive correctness, as well as for the timeliness of the legal status of the work, cited regulations, case law and doctrine. If the author discovers - after the text has already been submitted - an error, inaccuracy or obsolescence, he is obliged to notify the Publisher immediately.

The author should cite publications that influenced his work in the form of a citation and in the bibliography.

The acceptance or rejection of a text is determined primarily by its scientific originality and quality, as well as its consistency with the subject matter preferred by the Publisher.

It is recommended that texts submitted to the Publisher by students, graduates,

doctoral students, etc. should be accompanied by an appropriate recommendation from a scientific supervisor.

The author submitting his/her work to the Publishing House declares that he/she has familiarized himself/herself with the

the rules of publishing ethics applied at the EWSPA Publishing House and undertakes to abide by them.

Required information about the author:

- first name(s) and last name,
- e-mail address,
- contact phone number,
- CV including scientific and/or professional affiliation,
- ORCID number - if assigned.

Requirements for the submitted text:

- obligatory: electronic version (at least Word 2003 or later, allowing to work on the text);
optional: paper printout and text in PDF form,
- title (the editors reserve the right to change it),
- footnotes referring to all sources of publication of legal acts and to the bibliography,
- bibliography (subject literature),
- abstract in Polish,
- abstract in English,
- key words (in Polish and English),
- optional: introduction (lead),
- mid-titles (recommended),
- information on sources of funding (grants, subsidies from foundations, associations, institutions, commercial entities, etc.).