



# Scientific Bulletin of Naval Academy

## Publication Ethics and Publication Malpractice Statement

Scientific Bulletin of Naval Academy (SBNA) is member of the Committee on Publication Ethics ([COPE](#)) and uses [Code of Conduct and Best Practice Guidelines for Journal Editors](#) and the [Code of Conduct for Journal Publishers](#) in handling publishing ethics issues.

### Duties of Editors

*SBNA* Editors evaluate submitted manuscripts exclusively on the basis of their academic merit.

The *SBNA* Editor-in-Chief has full authority over the entire editorial content of the journal and the timing of publication of that content.

*SBNA* editorial staff will not disclose any information about a submitted manuscript to anyone other than the corresponding author and reviewers.

*SBNA* editorial board members will not use unpublished information disclosed in a submitted manuscript for their own research purposes.

The Editor-in-Chief is responsible for deciding which of the manuscripts submitted to the journal will be published, based on the validation of the work in question, its importance to researchers and readers and the reviewers' comments.

### Duties of Reviewers

Peer review is an essential to *SBNA* scientific quality and reviewers are asked to promptly respond to invitation to manuscript review and immediately notify in case of referee who feels unqualified. Reviewers will consider any manuscripts received for review as confidential documents.

Reviews should be conducted objectively and observations formulated clearly with supporting arguments so that authors can use them for improving the manuscript.

A reviewer should also notify the editors of any substantial similarity or overlap between the manuscript under consideration and any other manuscript (published or unpublished) of which they have personal knowledge.

Any invited referee who has conflicts of interest should immediately notify the *SBNA* editors to declare their conflicts of interest and decline the invitation to review the manuscript.



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### Duties of the Publisher

In cases of alleged or proven scientific misconduct, fraudulent publication or plagiarism, the publisher, in close collaboration with the SBNA editors, will take all appropriate measures to clarify the situation and to amend the article in question. Remedies will be decided by the editor-in-chief based on complaint to email address [editura@anmb.ro](mailto:editura@anmb.ro).

Remedies will be decided as follows:

- the communication of the complaint to the author and/or the authors' institution.
- publication of a notice, corrigendum or erratum in a future issue.
- retraction of the article (watermarking the article to indicate it has been retracted and publication of a notice as to the reason).
- removal of the article (the actual deletion from the electronic record, a remedy suggested only for material that invades a subject's privacy or could cause serious harm).
- no action, complaint does not contain all details to support a sanction.

All sanctions will be considered and weighed carefully by the Scientific Bulletin of Naval Academy editor-in-chief.

### Duties of Authors

Authors of manuscripts should present an accurate account of the work performed and the results, followed by an objective discussion of the significance of the work. Authors are obliged to participate in the peer review process and cooperate fully by responding promptly to SBNA editors' requests. Unethical behavior is unacceptable and authors should avoid:

- **Data fabrication, data falsification and data fraud:**

Data fabrication means that the researcher did not actually perform the study but instead made up data. Data falsification means that the researcher did the experiment, but then changed some of the data.

- **Plagiarism:**

Taking the ideas and work of others without giving them credit is unfair and dishonest. Copying even from one sentence from someone else's manuscript, or even



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one of your own that has previously been published, without proper citation is considered plagiarism—use your own words instead.

- **Multiple submissions:**

It is unethical to submit the same manuscript to more than one journal at the same time. Doing this wastes the time of editors and peer reviewers, and can damage the reputation of journals if published in more than one.

- **Redundant publications:**

This means publishing many very similar manuscripts based on the same experiment or measured data.

- **Improper author contribution or attribution:**

All of the listed authors must have made a significant scientific contribution to the research in the manuscript and have approved all its claims. Do not forget to list everyone who made a significant scientific contribution to the paper.

When authors discover significant errors or inaccuracies in their own published work, it is their obligation to promptly notify the SBNA editors at email [editura@anmb.ro](mailto:editura@anmb.ro).

### Complaints

Any complaint should be sent via letter or email to Naval Academy Publishing House, 1 Fulgerului Street, Constanta, Romania, ZIP 900218, Tel: 0040-241/626200 ext.171, [editura@anmb.ro](mailto:editura@anmb.ro). The letter must contain details about the complaint author and issue.