

Publication ethics and malpractice statement regarding publishing of scientific and professional papers in the Croatian Academy of Legal Sciences Yearbook

This statement on publication ethics and malpractice regarding publishing the scientific and professional papers has been developed in accordance with the Guidelines of the Committee on Publication Ethics and the Guidelines regarding Publication ethics and malpractice statement requirements.

1. Editorial board

Editorial board of the Croatian Academy of legal sciences yearbook (further: Yearbook) consists of national experts in fundamental legal areas. Their work is further fostered by activities of the Corresponding members, who are recognised foreign experts. The core editorial board consist of the editor-in-chief and the executive editor. All the relevant information regarding the editorial board, including contact information, is available at the journal web pages.

Editors or members of the editorial board cannot publish more than two papers per volume, and are familiar with the rules on conflict of interest. Editor-in-chief and executive editor cannot be reviewers of papers accepted for publication in the Yearbook.

2. Authors and authors responsibilities

Yearbook publishes exclusively unpublished papers, primarily texts from the field of legal sciences, and also texts of interdisciplinary areas (texts which are connected to legal sciences). Authors reserve copyrights over the papers published in the Yearbook, but they give Yearbook the right of first publication. All persons who have significantly contributed to the preparation of the paper have to be declared as coauthors, and the sequence of their mentioning depends upon the decision of all the coauthors.

The author may publish papers accepted for publication or papers already published in the Yearbook in other publications only with the permission of the editorial board, but, even in that case, only with clear indication of their publication in the Yearbook.

Authors are not charged any fee whatsoever. They are expected to actively participate in the review procedure, meaning that they are to consider the reviewers' suggestions and to adapt the final version of the paper accordingly. Reviewers propose the

categorisation of the papers, and the final decision regarding the acceptance of the paper (including its categorisation) and the rejection of the paper is made by the editorial board.

One of the preconditions for publishing of a paper is a written statement submitted by the authors as follows:

“As the only or the first author of the paper which I apply for publication in Croatian Academy of Legal Sciences Yearbook (hereinafter: CALS Yearbook) I state that:

- the proposed paper is entirely the result of my own research work or the work of the research team which I represent as the true author of this text;
- I (in case I am the first author of the paper), informed all other authors about the procedure and ethical requirements for publishing our paper in the CALS Yearbook;
- the work and reasoning of other papers used in the text, are clearly indicated and marked in the text, or as sources in footnotes, as well as in the reference list;
- the text is not published or sent for publishing in this form or in the form that uses the majority of this text (more than 50%) in some other journal, book or other publication.”

List of references is provided at the end of the paper. Also, special remark is made if the research has been undertaken within the framework of a certain scientific project, and particularly in case of a financial support to the research conducted.

3. Peer-review process

All papers are subject to anonymous reviewing procedure (double blind peer-review) with two reviewers, and for the sake of anonymization of the manuscript (which is carried out by removing the names of the authors). It is not acceptable for the author to write a paper in a way that it is possible to find out his/her identity (for example, from the way he/she refers to his/her own papers) or to indicate his/her name in the text contrary to “technical instructions to authors”.

The reviews have to be objective and comprehensive, and among other point out to relevant published work which is not yet cited, all in accordance with the instructions to the reviewers.

The reviewers cannot be in a conflict of interest, and the examples of the reasons for exemption of a reviewer are:

- if the manuscript is a part of an academic paper (seminar paper, diploma thesis, master's thesis, doctoral thesis etc.) which was made under the reviewer's mentorship,
- if the reviewer knows the author of the paper,
- or the reviewer is related to the author,
- as well as any other reason which would be a reason for exemption in the administrative procedure.

In such cases, it is the reviewer's responsibility to inform the editorial board of this circumstance or to independently state their decision to be exempted from reviewing the submitted text.

In addition to aforementioned, the editorial board reserves the right to editorially adjust the paper to the requirements of the journal and to edit papers written in Croatian language (according to the standards of Standard Croatian language).

4. Publication ethics

The editors and the members of the editorial board undertake reasonable steps to identify and prevent publication of papers where research misconduct has occurred. All such actions are considered unacceptable. In case of gaining knowledge of such actions, the editorial board shall undertake appropriate measures, in accordance with the standard editorial procedures. Among other, this includes the withdrawal of the paper from publishing, deleting the text from the web pages, as well as publishing corrections, clarifications and apologies when needed.

5. Copyright and access

Croatian academy of legal sciences yearbook is an Open Access journal. All content is made freely available for non-commercial purposes. Users are allowed to copy and redistribute the material as long as they correctly cite the source.



The Creative commons licence used is:

The printed copies of the Yearbook are distributed to the members of the Croatian academy of legal sciences, as well as to all Croatian law faculties. Obligatory copies are archived in the National and university library in Zagreb.

6. Archiving

All issues of the Yearbook are available in electronic form at the Portal of Croatian scientific and professional journals – Hrčak, developed and maintained by University Computing Centre in Zagreb: <https://hrcak.srce.hr/godisnjakapzh>. The pages are bilingual and offer contents in Croatian and in English language.

Furthermore, all the issues of the Yearbook are available at the web pages of the Croatian Academy of legal sciences: <https://www.pravo.unizg.hr/apzh/godisnjak>. All the contents provided are in Croatian.

7. Publishing and management

Publisher of the Yearbook is the Croatian Academy of Legal Sciences. It is an institution founded by the decision of 52 founders of the association, at the Founding Assembly on November 7th 2001.

Yearbook is scientific journal, which publishes primarily legal texts, texts from the field of legal sciences, and also texts of interdisciplinary areas (texts which are connected to legal sciences). It is intended primarily to the academic community, but also judges, lawyers and all other legal practitioners. All experts are invited to publish in the Yearbook if the quality of the paper will be suitable for publication. This applies both to young scientists who are not associates or members of the Croatian Academy of legal sciences, and also to legal practitioners to whom publishing of the papers in the Yearbook can undoubtedly be useful for presenting everyday problems and issues encountered in legal practice.