

## **PEER REVIEW AND PUBLICATION POLICY**

- Academic articles that are submitted are first assessed by the editors of the editorial board, who decide whether or not the article is suitable for peer review, in relation to the scope of the publication and the academic quality of the article.
- If the article is judged suitable for peer review, the managing editor sends it to two independent experts for a double blind peer review. Reviewers remain anonymous for the author and the author's name is removed from the manuscript under review.
- The review period is expected to take between 30 to 45 days, although the endeavor is to complete the review as quickly as possible. Reviewers are asked to provide formative feedback, even if an article is not deemed suitable for publication.
- Based on the recommendations of the reviewers, the editors then decide whether the article should be accepted as it is, revised or rejected. A no-objection/consent form is obtained and suitable amendments are made if the article is selected for publication.
- Additionally, there is a zero-tolerance policy towards plagiarism (including self-plagiarism) in the publication. Manuscripts are screened for plagiarism before, during, and after publication, and if found plagiarized, they will be rejected at any stage of processing. In case that a paper is already published in or publication but plagiarism is still detected, it will be retracted from the publication and the authors' institution and department heads will be notified to take actions.
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