



Ethical Guidelines for Journal Publication

CEA Journal of Economics

CEA Journal of Economics is one of the first international journals in the Republic of Macedonia that covers topics related to the economics. It is published in English language twice a year, every June and December, since 2006 and has an international editorial board which includes members from six different countries (USA, Italy, Slovenia, Croatia, UK and Macedonia).

This document provides specific guidelines to editors, reviewers and authors that want to submit a paper to the CEA Journal of Economics. These guidelines were developed by the CEA editorial team in accordance with the guidelines on good publication practice designed by the Committee on Publication Ethics (COPE).

The guidelines are intended to be advisory rather than prescriptive and may evolve over time. They address data analysis, authorship, conflict of interests, the peer review process, plagiarism, duties of editors, access, management, archiving, etc.

Sincerely,

CEA Journal of Economics Editorial Board

November, 2019

In order to ensure a broader set of values, norms, and guiding principles that will influence the way CEA Journal of Economics operates and in order to guide the behavior of authors and reviewers, the CEA Journal of Economics Editorial Board announces the following ethical guidelines for journal publication:

IDEALS

1. CEA Journal of Economics is organized on a non-profit base and is open for membership to all economists operating in Macedonia and the broader region.
2. CEA Journal of Economics Editorial Board members have been and continue to be devoted to the highest levels of academic standards in the field.
3. The Mission of CEA Journal for Economics is to continuously research economic development and public policy in the Republic of Macedonia and the region and to offer recommendations, suggestions and measures to the government and non-governmental institutions.

NORMS

1. The research papers published in the CEA Journal of Economics are based on evidence with clearly articulated methodologies using official statistical information.
2. In case of participation in the activity of any political party, the CEA Journal of Economics Editorial Team members will be on hold with their involvement in the journal.
3. CEA Journal of Economics publishes only independent, professional analysis by using the usually recognized research methods and techniques.

ACTIONS

1. CEA Journal of economics represents an intellectual space in which scholars and experts can post their research and advance their point of view.
2. Materials published within the journal reflect the views of the author(s) and not the views of CEA Journal of Economics as such.
3. Neither CEA, nor its affiliated scholars and experts engage in lobbying or other political activities on behalf of our project sponsors and institutional supporters.

1. DATA ANALYSIS

- 1.1. Data should be appropriately analyzed. Fabrication and falsification of data do constitute misconduct;
- 1.2. All sources and methods used to obtain and analyze data, including any electronic pre-processing, should be fully disclosed; detailed explanations should be provided for any exclusions;
- 1.3. Methods of analysis must be explained in detail, and referenced, if they are not in common use;
- 1.4. The discussion section of a paper should mention any issues of bias which have been considered, and explain how they have been dealt with in the design and interpretation of the study.

2. AUTHORSHIP

- 2.1. Authors should take responsibility for a particular section of the study;
- 2.2. The award of authorship should balance intellectual contributions to the conception, design, analysis and writing of the study against the collection of data and other routine work. If there is no task that can reasonably be attributed to a particular individual, then that individual should not be credited with authorship;
- 2.3. All authors must take public responsibility for the content of their paper.

3. CONFLICTS OF INTEREST

- 3.1. Conflicts of interest comprise those which may not be fully apparent and which may influence the judgment of author, reviewers, and editors;
- 3.2. The conflict of interest may be personal, commercial, political, academic or financial;
- 3.3. Such interests, where relevant, must be declared to editors by researchers, authors, and reviewers;
- 3.4. Editors should also disclose relevant conflicts of interest to their readers. If in doubt, disclose. Sometimes editors may need to withdraw from the review and selection process for the relevant submission.

4. PEER REVIEW

- 4.1. Peer reviewers are external experts chosen by editors to provide written opinions, with the aim of improving the study;
- 4.2. Suggestions from authors as to who might act as reviewers are often useful, but there should be no obligation on editors to use those suggested;
- 4.3. The duty of confidentiality in the assessment of a manuscript must be maintained by expert reviewers, and this extends to reviewers' colleagues who may be asked (with the editor's permission) to give opinions on specific sections;
- 4.4. The submitted manuscript should not be retained or copied;
- 4.5. Reviewers and editors should not make any use of the data, arguments, or interpretations, unless they have the authors' permission;
- 4.6. Reviewers should provide speedy, accurate, courteous, unbiased and justifiable reports;
- 4.7. If reviewers suspect misconduct, they should write in confidence to the editor.

5. PLAGIARISM

- 5.1. Plagiarism ranges from the unreferenced use of others' published and unpublished ideas, including research grant applications to submission under "new" authorship of a complete paper, sometimes in a different language;
- 5.2. It may occur at any stage of planning, research, writing, or publication: it applies to print and electronic versions;
- 5.3. All sources should be disclosed, and if large amounts of other people's written or illustrative material is to be used, permission must be sought.

6. DUTIES OF EDITORS

- 6.1. Editors must consider and balance the interests of many constituents, including readers, authors, staff, owners, editorial board members, advertisers and the media;
- 6.2. Editors' decisions to accept or reject a paper for publication should be based only on the paper's importance, originality, and clarity, and the study's relevance to the remit of the journal;
- 6.3. Studies that challenge previous work published in the journal should be given an especially sympathetic hearing;
- 6.4. Studies reporting negative results should not be excluded;

- 6.5. All original studies should be peer reviewed before publication, taking into full account possible bias due to related or conflicting interests;
- 6.6. Editors must treat all submitted papers as confidential;
- 6.7. When a published paper is subsequently found to contain major flaws, editors must accept responsibility for correcting the record prominently and promptly.

7. COPYRIGHT AND ACCESS

- 7.1. The access to the journal for potential readers is free and the download of the journal is available on the journal's website without registration,
- 7.2. Authors will be asked to sign a copyright agreement to this effect, which should be submitted online along with the final manuscript. All authors should agree to the copyright assignment. For jointly authored articles the corresponding author may sign on behalf of co-authors provided that s/he has obtained their consent for copyright assignment. The copyright assignment agreement can be downloaded on the Journal's website.

8. OWNERSHIP AND MANAGEMENT

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9. ARCHIVING

- 9.1. The journal keeps an electronic backup and provides a preservation of access to the journal content in the event a journal is no longer published;
- 9.2. The past issues of the journal are accessible in the archive available at the website of the CEA Journal of Economics.