

# Archivio Penale

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## Code of Conduct

### Duties publisher

- 1.1 The Scientific Coordinator of the Essay (saggio) , the Executive Committee, the Scientific Committee and the members of the Editorial Board (Comitato di Redazione) are solely responsible for the decision to publish the articles submitted to the journal itself. In their decisions, they are required to comply the strategies and the setting of the Journal. They are also bound by the provisions of the law in force regarding libel, copyright infringement and plagiarism
- 1.2 In order to Assume your own decisions, the Department relies on the support of at least two reviewers chosen among scholars and experts from outside the Scientific Committee and at the same Editorial Board (Comitato di Redazione) , indicated in the 'International Scientific Committee' and in the 'Scientific Committee for Evaluation', according to a procedure of double-blind peer review.
- 1.3 The members of the Editorial Board (Comitato di Redazione) are required to evaluate manuscripts for their scientific content, regardless of race, gender, sexual orientation, religious belief, ethnic origin, citizenship, scientific guidance, academic or political authors.
- 1.4 The Scientific Coordinator of the Essay, the Executive Committee, the Scientific Committee and the members of the Editorial Board (Comitato di Redazione) aren't required to spreads any information about the manuscripts and also they aren't allowed to sent to any other person other than the authors, reviewers and potential auditors.
- 1.5 The material contained in the unpublished manuscripts submitted to the Journal can not be used by members of the Editorial Board for their research without the consent of the author.
- 1.6 If the Editorial Board finds or receives reports about errors or inaccuracies, conflict of interest or plagiarism in an article published, will promptly notify the author and the publisher. In this case The Editorial Board will take the necessary steps to clarify the matter and, if necessary, withdraw it or publish a retraction.

### **1.7 Rules of self-discipline**

The scientific director transmits each contribution for publication - with one exception - if the works coming from the directors and texts of papers presented at conferences - or at one of the members of the Scientific Committee for evaluation and one of the components of direction, chosen among professors, Italians and foreigners, taking into account the scientific expertise.

The Auditor shall forward to the Director within twenty days, a card containing the succinct reasoned evaluation of the work, which concludes with an indication of worthiness or not worthiness of publication and possibly other specific interventions in order to improve the work.

The Director shall immediately inform the author of the independent evaluation, unless in case the reviewers are anonymous. In case of conflicting opinions between the two auditors the decision is taken by the Director. The documentation relating to the revision procedure performed for each contribution is preserved by the Director.

### **2. Duties of auditors**

2.1 The members of the Scientific Committee for Evaluation assist the Scientific Coordinator of the Review, the Executive Committee, the Scientific Committee and the members of the Editorial Board in editorial decisions and may possibly indicate author corrections and tricks to improve the manuscript.

2.2. The selected auditor who does not feel qualified for the revising the manuscript or who can not be able to perform the audit on time, must notify his decision to the Executive Committee and he must refuse his participation into the review process.

2.3. The manuscripts received for review must be treated as confidential documents. They should not be shown or discussed with anyone not previously authorized by the Executive Committee.

2.4. The review must be conducted with objectivity. Is not allowed to criticize or offend an author personally. Referees should express their opinion clearly and with supporting arguments documented. Any statement, observation or argument should preferably be accompanied by a corresponding quote.

2.5. The auditor shall draw the attention of the Executive Committee if it considers a substantial similarity or overlap between the manuscript under consideration and any other published paper of which he is aware. Information or ideas obtained through the revision of the manuscripts should be kept confidential and not used for personal advantage.

2.6. Reviewers must not accept manuscripts if they are in a position of conflict of interest resulting from competitive relationships, collaboration, or other type of connection with the authors, companies or entities who have connected with the subject of the manuscript.

### **3. Duties of the Authors**

3.1. Authors must ensure that their works are completely original and, where they used to work and / or words of other authors, that these are properly paraphrased or quoted literally. In any case, the reference to the work of other authors must always be indicated.

3.2. The authors are required to cite all publications that have been influential in determining the nature of the proposed work. The authors of articles based on original research should present an accurate review of the work done, as well as an objective discussion of its significance. The data must be accurately represented in the manuscript.

3.3. Manuscripts should contain sufficient detail and references to allow other reproduction of the research conducted. Fraudulent misrepresentation or willfully inaccurate constitute unethical behavior and are unacceptable

3.4. The proposed manuscripts mustn't have been published as copyrighted material in other magazines. The manuscripts under review by the journal should not be subjected to other journals for publication. By submitting a manuscript, the author / authors agree that, if the manuscript is accepted for publication, all the rights of economic exploitation, without limits of space and with all the methods and technologies currently existing and / or future developed, will be transferred to the Department of the Journal.

## ARCHIVIO PENALE

3.5. The authorship of the manuscript is limited to those who have made significant contributions to the conception, design, execution and interpretation of the study. All those who have made significant contributions should be listed as co-authors. If there are others who have participated in the substantive aspects of the research project, must be recognized and listed as contributors in the acknowledgments. The corresponding author must ensure that all of its co-authors are included in the manuscript, which have seen and approved the final version of the same and that they agree on the submission for publication.

3.6. Authors must indicate in the manuscript the financial conflicts or other types of conflict that are interest and may influence the results or interpretation of the manuscript. All sources of financial support to the project should be indicated.

3.7. If an author finds significant errors or inaccuracies in the published manuscript has a duty to promptly notify the Executive Committee or the Editor and cooperate with them in order to retract or correct the manuscript.