



EDITORIAL POLICY

International Problems is the oldest peer-reviewed journal in Serbia and the Balkans publishing original research focused on international affairs. Its first issue was published in April 1949. *International Problems* is quarterly journal brought out by the Institute of International Politics and Economics, Belgrade.

International Problems welcomes the submission of scholarly articles on matters of international relations, international security, international law, and globalisation studies. *International Problems* publishes original and review research articles and book reviews, in Serbian or English, that have not been published before and that are not under consideration for publication anywhere else. *International Problems* does not publish foreign policy commentary or policy proposals.

The Editorial Board favours manuscripts that present the research addressing contemporary controversial issues in international relations from various disciplinary and methodological perspectives. Espousing no specific political or methodological stance and willing to advance our understanding of and provoke deeper dialogue on rapidly changing world politics in the 21st century, the Editorial Board prioritizes the following themes:

- Transformation of world politics in the early 21st century.
- Phenomenology and practice of transnationalism and cosmopolitanism.
- Institutionalisation of international relations and its challenges.
- Various theoretical standpoints on current global processes.
- Controversial use of foreign policy instruments by major global actors (old and emerging).
- The impact of the Fourth Industrial Revolution and its advanced technologies on international relations in the 21st century.
- Civilisations, religion, and identities in the context of world politics and globalisation.
- Conceptual and methodological innovations in epistemology of International Relations.

RESPONSIBILITIES OF EDITORIAL COUNCIL, EDITORIAL BOARD, AND EDITORS

Editorial Council is an advisory body that actively contributes to the development of the journal. The tasks and duties of the Editorial Council include: the support to the development of the journal, its promotion, encouraging scholars and academicians in the area of political, security, and legal aspects of international relations to get involved as journal's authors and/or reviewers, writing editorials, reviews and commentaries.

Members of Editorial Board have tasks to act as the journal's ambassadors in the academic community, to contribute with a view to identifying key topics, suggesting quality manuscripts on these topics, and encouraging potential authors to submit to *International Problems*, as well as to review submitted manuscripts and prepare editorials and comments.

Editor-in-Chief is accountable for published content and should strive to constantly improve the journal and the processes for assuring the quality of published material, as well as the protection of freedom of expression, integrity and standards of the research from the influence of political, financial and other interests. Editor-in-Chief should always be willing to publish corrections, clarifications, retractions, and apologies.

Editor-in-Chief is responsible for the final decision to accept or reject a manuscript, and the decision should be based on: 1) evaluation of the manuscript relevance to thematic scope of the journal defined by the editorial policy, 2) assessment of importance, originality, validity and disciplinary relevance of the study presented in the manuscript, 3) assessment of manuscript's compliance with legal requirements regarding



INTERNATIONAL PROBLEMS

defamation, copyright infringement and plagiarism. Editor-in-Chief has the discretionary power to reject a submitted manuscript without peer review process if it does not meet the requirements regarding thematic scope of the journal and universal standards of the research (i.e. if it does not have structural elements either of original or review article). Submitted manuscripts that do not meet technical standards defined in Instructions for authors will be sent back to the authors for correction. In normal circumstances, Editorial Board informs the author within seven days from the date of the manuscript submission whether the topic of the manuscript complies with thematic scope of the journal and if peer review process starts.

New Editor-in-Chief must not overturn decision to publish a manuscript made by the previous editor-in-chief unless new facts are established referring to serious problems in quality of the manuscript.

Editor-in-Chief, Deputy Editor-in-Chief and members of Editorial Board must not have a conflict of interest with regard to the manuscript they consider for publication. Members of Editorial Board who have conflict of interest will be excluded from the decision making on the submitted manuscript. If a conflict of interests is identified or declared, Editor-in-Chief selects reviewers and handles the manuscript. Editor-in-Chief, Deputy Editor-in-Chief and members of Editorial Board are obliged to disclose a conflict of interests timely.

Editor-in-Chief, Deputy Editor-in-Chief and members of Editorial Board decisions' to accept or reject manuscript should be free from any racial, gender, sexual, religious, ethnic, or political bias.

Editor-in-Chief, Deputy Editor-in-Chief and members of Editorial Board must not use unpublished material from submitted manuscripts in their research without written consent of the authors. The information and ideas presented in submitted manuscripts must be kept confidential and must not be used for personal gain.

Editor-in-Chief, Deputy Editor-in-Chief and members of Editorial Board shall take all reasonable measures to ensure that the reviewers remain anonymous to the authors before, during and after the evaluation process and the authors remain anonymous to reviewers until the end of the review procedure.

RESPONSIBILITIES OF AUTHOR(S)

By submitting the manuscript, the authors warrant that the entire manuscript is their original work, that it has not been published before and are not under consideration for publication elsewhere. Multiple submission of the same manuscript constitutes ethical misconduct and eliminates the manuscript from consideration by *International Problems*.

Authors warrant that the manuscript, once published in *International Problems*, will not be published elsewhere in any language without the consent of Institute of International Politics and Economics as the copyright holder. In addition, an article published in any other publication must not be submitted to *International Problems* for consideration.

In the case a submitted manuscript is the result of a research project, or its previous version has been presented at a conference (under the same or similar title), detailed information about the project, the conference, etc. shall be provided in a footnote attached to the manuscript title.

It is the responsibility of authors to ensure that manuscripts submitted to *International Problems* comply with ethical standards in scientific research. Authors warrant that the manuscript contains no unfounded or unlawful statements and does not violate the rights of third parties. The Publisher will not be held legally responsible should there be any claims for compensation.

Content of manuscript

Submitted manuscript should contain sufficient detail and references to allow reviewers and, subsequently, readers to verify the claims presented by authors. The deliberate presentation of false claims is a violation of ethical standards. Book reviews should be accurate and unbiased.

Authors are exclusively responsible for the contents of their submissions and must make sure that, if necessary, they have permission from all parties involved in the presented research to make the data public.



INTERNATIONAL PROBLEMS

Authors wishing to include figures, tables or other materials that have already been published elsewhere are required to obtain permission from the copyright holder(s), and provide it with the submission, not later. Any material received without such evidence will be assumed to originate from the authors.

Authorship

Authors must make sure that only contributors who have contributed to the submission are listed as authors and, conversely, that all contributors who have contributed to the submission are listed as authors. A manuscript with more than two authors shall not be considered for publishing unless it undoubtedly presents the results of a large-scale empirical study.

If persons other than authors were involved in important aspects of the presented research study and the preparation of the manuscript, their contribution should be acknowledged in a footnote.

Acknowledgment of sources

Authors are required to properly acknowledge all sources that have significantly influenced their research and their manuscript. Information received in a private conversation or correspondence with third parties, in reviewing project applications, manuscripts and similar materials must not be used without the written consent of the information source.

Text recycling

Text recycling occurs when an author uses the identical sections of her/his text in two or more published articles, and it is considered a scientific misconduct and breach of publishing ethics.

Editor-in-Chief considers how much of text is recycled in a submitted manuscript, the significance of places in which the text recycling occurs in the manuscript (e.g. whether are they part of the introduction, section on applied methodology, discussion or conclusion), whether the source of the recycled text has been acknowledged, and whether there is a breach of copyright.

If detected overlap is considered minor, action may not be necessary or the authors may be asked to re-write overlapping sections and cite their previous article(s), if they have not done so. The authors cannot justify the text recycling only on the ground that she/he cited the source. More significant overlap constitutes a basis for rejection of the manuscript.

When handling the cases of text recycling, the Editorial Board will follow guidelines and recommendations issued by the Committee on Publication Ethics – COPE (available at https://publicationethics.org/files/Web_A29298_COPE_Text_Recycling.pdf).

Plagiarism

Plagiarism – that is when someone assumes another's ideas, words, or other creative expression as one's own without referring to original authors and source – is a clear scientific misconduct and breach of publishing ethics. Plagiarism may also involve a violation of copyright law, punishable by legal action.

Plagiarism includes the following:

- Word for word, or almost word for word copying, or purposely paraphrasing portions of another author's work without clearly indicating the source or marking the copied fragment (for example, using quotation marks).
- Assuming other people's ideas without stating the authorship and sources in which those ideas are originally presented.
- Copying equations, figures, or tables from someone else's paper without properly citing the source and/or without permission from the original author or the copyright holder.



INTERNATIONAL PROBLEMS

The procedure in cases where there are clear indications that a submitted manuscript or published article fall under the definition of plagiarism is described in the sections *Dealing with unethical behaviour* and *Retraction policy*.

Conflict of interests

Authors should disclose in their manuscript any financial or other substantive conflict of interest that might have influenced the presented results or their interpretation.

Fundamental errors in published works

When authors discover a significant error or inaccuracy in their own published work, it is their obligation to promptly notify Editor-in-Chief or the publisher and cooperate to retract or correct the paper.

By submitting a manuscript, the authors agree to abide by *International Problems'* editorial policies.

RESPONSIBILITIES OF REVIEWERS

Reviewers are required to provide competent, explained, and unbiased feedback in a timely manner on the scholarly merits and the scientific value of the manuscript.

The reviewers assess manuscripts for the compliance with the thematic profile of the journal, the relevance of the investigated topic and applied methods, the originality and scientific relevance of results presented in the manuscript, the presentation style and scholarly apparatus.

Reviewer should alert the Editor-in-Chief to any reasonable doubt or knowledge of possible violations of ethical standards by the authors. Reviewer should recognise relevant published works that have not been cited by the authors. Reviewer should alert the Editor-in-Chief to substantial similarities between a reviewed manuscript and any manuscript published or under consideration for publication elsewhere, in the event they are aware of such. Reviewers should also alert the Editor-in-Chief to a parallel submission of the same paper to another journal, in the event they are aware of such.

Reviewer must be free from disqualifying competing interests with respect to the authors and/or the funding sources for the research. If such conflict of interest exists, the reviewers must report them to the Editor without delay.

Reviewer who feels unqualified to review the research topic presented in manuscript – or is not familiar with the research area in which it falls – should notify the Editor-in-Chief. Editor-in-Chief will respect requests from authors that an individual should not review their submission if these are well-reasoned and practicable.

Review must be conducted objectively. Reviewer's judgement should be stated in a clear manner and supported with arguments. Instructions for reviewers provide detailed guidelines and criteria for the assessment of manuscripts.

Any manuscripts received for review must be treated as confidential documents. Reviewers must not use unpublished materials disclosed in submitted manuscripts without the express written consent of the authors. The information and ideas presented in submitted manuscripts shall be kept confidential and must not be used for personal gain.

PEER REVIEW

The submitted manuscripts are subject to a peer review process. The purpose of peer review is to assist the Editor-in-Chief in making decisions whether to accept or reject manuscript as well as the author in improving the paper. In normal circumstances, the journal strives to provide authors with the decision within 30 days of submission.

Peer review is double-blinded – both authors and reviewers are unknown to each other before, during and after the reviewing process. Editor-in-Chief is obliged to exclude all personal data on authors (name and



INTERNATIONAL PROBLEMS

affiliation) before sending manuscript to reviewers and to act in all reasonable ways to prevent the disclosure of authors' identity to reviewers. Reviewers of a manuscript act independently from each other during the reviewing process. Reviewers are not aware of each other's identities. If judgements of reviewers differ, Editor-in-Chief may ask for additional assessment.

The choice of reviewers is at the Editor-in-Chief's discretion. The reviewers must be knowledgeable about the subject area of the manuscript; they must not be from the authors' own institution and they should not have recent joint publications with any of the authors.

Editor-in-Chief sends a submitted manuscript along with the Review Form to two reviewers with the expertise in the field in which the manuscript's topic falls. The Review Form includes a series of questions to help reviewers to cover all aspects that can decide the fate of a submission. In the final section of the Review Form, the reviewers must include observations and suggestions aimed at improving the submitted manuscript.

During the reviewing process, Editor-in-Chief may require authors to provide additional information (including raw data) if they are necessary for the evaluation of the scientific contribution of the manuscript. These materials shall be kept confidential and must not be used for personal gain.

With respect to reviewers whose reviews are seriously and convincingly questioned by authors, Editor-in-Chief will examine whether the reviews are objective and high in academic standard. If there is any doubt regarding the objectivity of the reviewers or quality of the reviews, Editor-in-Chief will assign additional reviewers.

DEALING WITH UNETHICAL BEHAVIOUR

Editor-in-Chief has a duty to initiate adequate procedure when she/he has a reasonable doubt or determines that a breach of ethical standards has occurred – in published articles or submitted manuscripts. Anyone may inform the Editor-in-Chief at any time of suspected unethical behaviour by giving the necessary evidence.

Editor-in-Chief in cooperation with the Editorial Board will decide on starting an investigation aimed at examining the reported information and evidences. During an investigation, any evidence should be treated as strictly confidential and only made available to those strictly involved in investigating procedure. The authors suspected of misconduct will always be given the chance to respond to any evidences brought up against them and to present their arguments.

Editor-in-Chief in cooperation with the Editorial Board – and, if necessary, with a group of experts – concludes the investigation by making decision whether a breach of ethical standards has occurred or has not. In the case of determined breach of ethical standards, it will be classified as either minor or serious. Serious breaches of ethical standards are plagiarism, false authorship, misreported or falsified data or fabricated or falsified research results, and substantial text recycling (over 50% of a manuscript/article body text).

Along with the rejection of manuscript or retraction of published article from the journal (in accordance with the *Retraction Policy*), the following actions can be pursued, either individually or cumulatively:

- A ban on submissions for a two-year period in the case of a minor breach of ethical standards.
- A ban on submissions for a period 5–10 years in the case of a serious breach of ethical standards or repetitive minor breaches.
- Publication of a formal announcement or editorial describing the case of breach of ethical standards.
- Informing the wrongdoer's head of department and/or employer of the breach of ethical standards by means of a formal letter.



INTERNATIONAL PROBLEMS

- Referring a case to a professional organisation or legal authority for further investigation and action.

When dealing with unethical behaviour, the Editor-in-Chief and the Editorial Board will rely on the guidelines and recommendations provided by the Committee on Publication Ethics – COPE (available at <http://publicationethics.org/resources/>).

RETRACTION POLICY

Legal limitations of the publisher, copyright holder or author(s), infringements of professional ethical codes, such as multiple submissions, bogus claims of authorship, plagiarism, fraudulent use of data or any major misconduct require retraction of an article. Occasionally a retraction can be used to correct errors in submission or publication.

In dealing with retractions, Editorial Board complies with guidelines developed by Committee on Publication Ethics (available at <https://publicationethics.org/files/retraction-guidelines.pdf>).

COPYRIGHT

Authors transfer the copyright to the Institute of International Politics and Economics, Belgrade, as the publisher of journal *International Problems*.

Once the manuscript is accepted for publication, authors shall transfer the copyright to the Publisher.

If the submitted manuscript is not accepted for publication by the journal, all rights shall be retained by the author(s).

The rights related to the manuscript that authors grant to the publisher, including any supplemental material, and any parts, extracts or elements, are detailed by the Copyright Transfer Agreement, which authors sign once the manuscript is accepted for publication.

DISCLAIMER

The views expressed in the published articles and other materials do not express the views of Editor-in-Chief and Editorial Board.

The authors take legal and moral responsibility for the ideas expressed in the articles. Publisher shall have no liability in the event of issuance of any claims for damages. The Publisher will not be held legally responsible should there be any claims for compensation.