

## *Japan Review* Ethics Statement on Publication and Malpractice

The peer-review system is the cornerstone of academic publishing. *Japan Review* is committed to upholding a rigorous and transparent peer-review process. Submissions, reviews and publication in the journal will be conducted in accordance with the publication ethics set out by the [Commission on Publication Ethics \(COPE\)](#), responsibility for which is outlined below.

*Japan Review* fully subscribes to the [Principles of Transparency and Best Practice in Scholarly Publishing](#). We treat potential incidences of ethical misconduct seriously, and all such cases will be handled in accordance with COPE guidelines.

### Authorial Responsibilities

*Japan Review* is a refereed journal, and all Authors must acknowledge that research articles submitted to the journal will undergo double-blind peer review by at least two Referees appointed by the Editor.

Authors must ensure that their submission is original, and that the work and/or words of others has been appropriately cited. Plagiarism in all its forms constitutes unethical publishing behaviour and is unacceptable. Making fraudulent or knowingly inaccurate statements also constitutes unethical behaviour.

Authors must be aware that submitting the same manuscript to more than one journal concurrently constitutes unethical publishing behaviour.

Authors are responsible for securing permission to republish any copyrighted material, and for ensuring that such material is not reproduced without permission.

In general, Authors should not submit a previously published paper for consideration, although translations of articles previously published in languages other than English may constitute an exception. Authors and Editors must agree to the secondary publication, the initial reference must be cited, and the secondary article for *Japan Review* must also undergo double-blind peer review by at least two Referees, as do other articles published in the journal.

Authors have the responsibility to disclose any conflict of interest that may arise, including any Grant or Funding they've been provided for the research. All sources of financial support for the work should be disclosed (including grant numbers or other reference numbers).

### Referee Responsibilities

Manuscripts submitted for publication as research articles in the journal will be initially screened by the Editor. The Editor will then invite qualified individuals to serve as Referees for manuscripts deemed to fall within the purview of the journal.

The decision to publish research articles will be taken by the Editor on the basis of peer reviews conducted by at least two qualified Referees.

All Manuscripts received for review are confidential and must be treated as such; they must not be shown to or discussed with others except if authorized by the Editor. This also applies to invited Referees who decline the invitation to review.

The journal adheres to a double-blind peer review process to facilitate reviews which are transparent and free of bias. It is the responsibility of Referees to review manuscripts independent of their personal views, i.e., objectively. Personal criticism of the author is inappropriate. Referees should express their views clearly with supporting arguments.

A Referee must not use unpublished materials in submitted manuscripts in their own research. Privileged information or ideas obtained through peer review must be kept confidential, and not used for personal advantage.

Referees are duty-bound to disclose any conflict of interests which emerge in reviewing a manuscript, irrespective of whether these result from competitive, collaborative, or other relationships or connections with the Authors. In cases of obvious conflicts of interest, reviewers must inform the Editor and recuse themselves from the review process.

### **Editorial Responsibilities**

The Editor evaluates manuscripts based on solely upon academic merit and relevance to the journal. The decision of the Editor is final and binding.

The Editor is responsible for all communications pertaining to manuscripts (with both Authors and Referees). The Editor will not disclose or disseminate any information from manuscripts under review by the journal to anyone other than its Authors and (potential) Referees.

The Editor must preserve the anonymity of both Authors and Referees throughout the review process.

The Editor must publish corrections or retractions when errors are found. The Editor may confer with the Editorial Board or with Referees in making this decision.

Editors must take seriously ethical complaints concerning a submitted manuscript or published paper. There is no statute of limitations with regards reporting unethical conduct. The Editor will properly investigate such claims through a Committee comprising at least two other members of the Editorial Board.

### **Editorial Board Responsibilities**

Members of the Editorial Board ensure the monitoring and safeguarding of the publishing ethics of *Japan Review*. They are responsible for overseeing and upholding the journal's commitment to a strict double-blind peer review process, zero tolerance for plagiarism and fraudulent information, a willingness to publish corrections and apologies if required, and the strict preclusion of personal biases from compromising the intellectual and ethical standards prevailing at the journal.