Publication Ethics Guidelines Applied in the Journal
„Progress on Chemistry and Application of Chitin and its Derivatives"

The publication ethics principles adopted by PCACD are aimed at preventing unethical publishing practices and are in line with the guidelines of the Committee on Publication Ethics (COPE).

Publication ethics principles applicable to the Publisher and the Editor-in-Chief/Editorial Office:

1. The aim of the journal is to disseminate knowledge of research and applications of chitin, chitosan, and their derivatives nationally and internationally across all fields of science and life. This goal is achieved through the publication of peer-reviewed scientific articles that make a significant contribution to the advancement of science.
2. All submitted manuscripts undergo an initial editorial screening. Manuscripts that meet the journal's requirements are forwarded for scientific peer review. Every article accepted for publication must be evaluated by at least two independent external reviewers. The Editor-in-Chief may reject a manuscript during the initial editorial screening without sending it for peer review.
3. The Editor-in-Chief selects reviewers based on their expertise, scientific achievements, and credibility in reviewing.
4. Decisions regarding the acceptance or rejection of manuscripts are made by the Editor-in-Chief, taking into account the reviewers' assessments of the originality, scientific merit, research methods employed, relevance of the subject matter, cited literature, and accuracy and reliability of the reported results.
5. The Publisher prevents conflicts of interest that may arise due to relationships (family, social, professional) between the author of the work and the reviewer.
6. The Publisher takes appropriate measures to prevent plagiarism and the publication of falsified data.
7. The Publisher prevents negative practices such as ghostwriting (omitting from the authorship list individuals who contributed to the publication) and guest authorship (honorary or courtesy authorship – attributing authorship to persons who did not contribute to the creation of the work).
8. The Publisher and Editorial Office document reports and confirmed cases of research misconduct and breaches of publication ethics. All well-founded concerns are subject to appropriate assessment, with due regard for impartiality and confidentiality. Where justified, the Editorial Office may contact the Authors' affiliated institutions or other relevant bodies to investigate the matter, in accordance with COPE guidelines.
9. The Publisher and Editors may, during the editorial process (before publication), introduce corrections through discussion.
10. The Editorial Office reserves the right to make minor editorial corrections before publication, including corrections to spelling, punctuation, and formatting, provided that they do not alter the scientific content or meaning of the reported results. Substantive changes to the scientific content cannot be introduced without the Authors' involvement and, where necessary, further editorial assessment. After publication, the original version of the article is not replaced with a modified file. Significant errors and irregularities are addressed in accordance with the journal's post-publication correction and retraction procedures.

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11. The Editorial Office supports open access policies. The journal is published in open access, meaning all content is freely available for users and institutions. All articles are published electronically. The Editorial Office aims to archive articles in various databases.
12. The Editorial Office encourages Authors to archive research data in open research data repositories. The Editorial Office does not require Authors to attach research data. However, in certain cases, the Editorial Office may request that an Author provide research data (e.g., when concerns have been reported to the Editorial Office regarding the integrity of the data presented or duplication of data).
13. The Publisher respects the Authors' moral rights, especially the right to authorship, and protects the reputation of the Authors and the work.
14. The Publisher maintains an independent and impartial publishing policy.
15. The Publisher ensures a reliable and professional publishing and editorial process.
16. The Publisher adheres to high editorial standards.
17. The Publisher ensures confidentiality and security in the processing of personal data.

Ethical guidelines for Authors:

1. An individual may be recognised as an author of a scientific publication if they meet both of the following criteria: (a) have made a substantial scientific or intellectual contribution to the publication, including, in particular, the conception or design of the research, its execution, data acquisition, analysis or interpretation of results, drafting the manuscript, or critically reviewing its significant intellectual content; (b) have reviewed and approved the final version of the manuscript and agreed to its submission for publication. All authors are responsible for the integrity of their respective contributions to the publication. Individuals whose contributions do not meet the criteria for authorship should be acknowledged in the "Acknowledgements" section. The corresponding author is responsible for ensuring the appropriate attribution of authorship and confirms that all co-authors have reviewed and approved the final version of the manuscript and agreed to its submission for publication.
2. Changes to the authorship or author order are permitted only before the manuscript has been finally accepted for publication. Any such change requires a justification, written consent from all Authors listed before and after the proposed change, and approval by the Editor-in-Chief. The Change of Authorship Form, available on the journal's website, must be completed and signed for this purpose. After final acceptance, changes to authorship are not permitted as part of the standard editorial process.
3. Authors must submit original work free from plagiarism and the unauthorised reuse of their own previously published material (self-plagiarism). The journal's policy on preprints is set out in point 4.
4. Authors declare that the submitted manuscript is original, does not infringe the rights of third parties, has not previously been published as a scholarly article, and is not under consideration by another journal. Prior availability of the manuscript as a preprint does not prevent submission to PCACD, provided that the Authors disclose this information and supply the relevant DOI or URL upon submission. Following publication in PCACD, the corresponding author must update the preprint record with the bibliographic details and DOI of the final published article (Version of Record), where supported by the repository.

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5. Third-party materials used by the Authors in the manuscript must be appropriately acknowledged, in accordance with applicable copyright laws and the terms governing their use.
6. All publications used in preparing the manuscript must be cited in the reference list.
7. Authors must disclose any conflicts of interest that may influence the results or their interpretation. All funding sources must be disclosed. Where no funding was received, Authors must include a statement to that effect.
8. Authors are required to participate actively in the peer-review process and respond to requests from the Editorial Office for source data, explanations and, where applicable, documentation confirming the required ethical approvals, informed consent from research participants and permissions to use third-party material. Where revisions are required, Authors should address all reviewers' comments and submit the revised manuscript by the deadline set by the Editorial Office.
9. Authors may, during the editorial process (before publication), introduce corrections through discussion.
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    Each Author warrants that publication of the work, including any third-party materials used in it, does not infringe copyright, personal rights, or any other rights of third parties. Materials not covered by the CC BY 4.0 licence must be appropriately identified, and their use must be based on the relevant permissions or applicable provisions of law.
12. When Authors discover a significant error or inaccuracy in their published article, they must immediately inform the Editorial Office.

Ethical guidelines for Reviewers

1. Individuals invited to review must assess their subject-matter expertise and their practical ability to prepare a review within the specified deadline and, if in doubt about either, decline the invitation.
2. Reviewers must complete reviews within the agreed deadline. If unexpected difficulties arise, the Publisher should be informed immediately.
3. A reviewer should not undertake the review where a conflict of interest exists or where circumstances could give the parties to the proceedings grounds to suspect such a conflict.
4. Reviewers must read the manuscript carefully and make every effort to assess its value reliably and fairly.
5. The following criteria are considered in the peer-review process: the original and scientific nature of the submitted text; the way in which the scientific objectives are pursued and the clear presentation of the research problem; appropriate use of the relevant literature; adequate justification of statements and conclusions; and compliance with the substantive and formal requirements described in the "Guide for Authors".

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6. Reviewers must not disclose information about works submitted for publication to unauthorised persons (except those involved in the publication process). Research results, data, opinions, and statements contained in a submitted manuscript must not be used by reviewers in their own research until the article is published.
7. Reviewers may, during the editorial process (before publication), propose corrections through discussion.

Plagiarism prevention and detection

1. Plagiarism in all forms is unethical and unacceptable. Plagiarism includes presenting another person's text, ideas, data, research results, or other content as one's own without appropriate acknowledgement of the source or authorship.
2. In cases of suspected plagiarism, the Editorial Office conducts an appropriate investigation, seeking explanations from the Authors and, where necessary, consulting reviewers or independent experts. Confirmed plagiarism in a submitted manuscript results in its rejection. If plagiarism is detected in an already published article, the relevant post-publication procedures are followed, including retraction where warranted.
3. The Editorial Office does not accept the reuse of Authors' own previously published material without appropriate disclosure or acknowledgement of the original source, where such reuse could misrepresent the originality of the submitted work. Suspected self-plagiarism is subject to editorial assessment, and decisions are based on the findings of that assessment. Prior availability of a manuscript as a preprint, in accordance with the journal's policies, is not in itself considered self-plagiarism.

Prevention of "ghostwriting" and "guest authorship"

1. The Editorial Office requires Authors and Co-authors to specify the type of contribution each of them made to the work.

Use of artificial intelligence (AI) tools by the Publisher, Editorial Office, Reviewers, and Authors

1. The Publisher and Editorial Office do not submit a manuscript or any part of it to a generative AI tool that could compromise confidentiality, authors' intellectual property rights, or data privacy rights.
2. Tools such as ChatGPT and other large language models (LLM) do not meet authorship criteria and therefore cannot be listed as authors.
3. Editors do not use generative artificial intelligence or AI-assisted technologies to assist in evaluating manuscripts or deciding whether to accept or reject them. The Editor/Editor-in-Chief is responsible for the editorial process, the final decision, and communicating that decision to Authors.
4. Authors may use generative artificial intelligence (AI) tools and AI-assisted technologies during manuscript preparation, including to improve language, style and readability, organise the structure of the text, and assist in searching for and analysing scientific literature. The use of these tools must not replace the Authors' independent intellectual contribution or result in the presentation of content that the Authors have not verified. Authors bear full responsibility for the accuracy, originality, and scientific integrity of the manuscript.
5. Use of AI in Scientific Research:

AI tools may be used as part of research methodology, particularly for data analysis and processing, modelling, prediction of material properties, and assistance with the interpretation of results, provided that the methods used have been appropriately validated.

Where AI is used in the research process, Authors must provide information in the "Materials and Methods" section sufficient to assess the method used, including the name and version of the tool or model, the purpose of its use, and how the results obtained were verified. The scope of the description should be appropriate to the nature of the technology used and allow assessment of the reliability and reproducibility of the research.

6. Generation of Scientific Content and Graphical Materials:
   The use of generative AI to fabricate or present unverified data, experimental results, scientific interpretations, or bibliographic references is prohibited. AI tools must not replace Authors in formulating original scientific conclusions.
   AI-assisted preparation of conceptual schemes, diagrams, and explanatory illustrations is permitted, provided that these are verified by the Authors and the use of AI is appropriately disclosed.
   Generating images presented as genuine experimental results and using generative AI to modify images constituting primary research data where this results in alteration, distortion, or fabrication of scientific information are prohibited.
7. Disclosure of AI Use:
   The use of AI tools solely for basic language, grammar, spelling, and stylistic editing does not require a separate declaration.
   Where generative AI has been used substantially during manuscript preparation, Authors must include a statement entitled "Declaration of Generative AI Use", specifying the name of the tool used, the purpose, and the extent of its use. The statement must also confirm that the Authors have verified the content developed with AI assistance and accept full responsibility for the final version of the manuscript.
   The use of AI in research methodology must additionally be described in the relevant part of the "Materials and Methods" section. For illustrations prepared with generative AI assistance, information about the tool used must also be included in the figure caption.
8. Use of AI by Reviewers:
   Reviewers are required to maintain the confidentiality of the manuscripts received and must not disclose their contents, data, illustrations, or any other unpublished materials to external generative AI tools.
   Generative AI must not replace the Reviewer's independent expert assessment of the scientific content. AI tools may be used solely for basic language editing of the review report, provided that confidentiality is maintained. Reviewers bear full responsibility for the content and conclusions presented in their reviews.

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