

PUBLICATION ETHICS AND MALPRACTICE STATEMENT

Proceedings of the Baltic Conference on Food Science and Technology (FOODBALT) is peer-reviewed conference proceedings published by Latvia University of Agriculture (LLU).

Proceedings of FOODBALT is committed to maintaining the highest ethical standards. Our ethic statements are based on COPE's Code of Conduct and Best Practice Guidelines for Journal Editors.

In order to provide our readers with conference proceedings of high quality, *Proceedings of FOODBALT* is guided by the following principles.

EDITORIAL BOARD

- The editors of *Proceedings of FOODBALT* are responsible for maintaining the integrity of the academic record, for having processes in place to assure the quality of the material they publish and for precluding business needs from compromising intellectual and ethical standards.
- The editors at any time evaluate manuscripts for their intellectual content without regard to the nature of the authors or the host institution including race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy of the authors.
- Editors ensure that each manuscript is initially evaluated by the editor for originality. After passing this test, the manuscript is forwarded to two reviewers for single-blind peer review, each of whom will make a recommendation to accept, reject, or modify the manuscript.
- The editors ensure that appropriate reviewers are selected for submissions (i.e. individuals who are able to judge the work and are free from disqualifying competing interests).
- The editors have systems to ensure that material submitted to their journal remains confidential while under review.

REVIEWERS

- The reviewers of *Proceedings of FOODBALT* assist the editors in taking the decision of publishing a submitted manuscript. By formulating suggestions to the authors, the reviewers can contribute to the improvement of submitted works.
- Any manuscripts received for review must be treated as confidential documents. They must not be shown to or discussed with others except as authorized by the editor.
- Reviews should be conducted objectively. Personal criticism of the author is inappropriate. Reviewers should express their views clearly with supporting arguments, so that authors can use them for improving the paper. Any selected referee who feels unqualified to review the research reported in a manuscript or knows that its prompt review will be impossible should notify the editor and excuse himself from the review process. Reviewers should not consider manuscripts in which they have conflicts of

interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions connected to the papers.

- The reviewers should comment on the originality of submissions and should be alert to redundant publication and plagiarism.

AUTHORS

- The authors ensure that they have submitted original works, and if the authors have used the work and/or words of others that this has been appropriately cited or quoted.
- Authors should present an objective discussion of the significance of research work as well as sufficient detail and references to permit others to replicate the experiments. Fraudulent or knowingly inaccurate statements constitute unethical behaviour and are unacceptable.
- Submitting the same manuscript to more than one journal is considered as an unethical publishing behaviour and is unacceptable.
- Proper acknowledgment of the work of others must always be given. Authors should cite publications that have been influential in determining the nature of the reported work. Sources of financial support, if any, must be clearly disclosed.
- The corresponding author should ensure that there is a full consensus of all co-authors in approving the final version of the paper and its submission for publication.
- If the reviewers recommend extensive revisions, authors may be asked to revise their work and then to resubmit the article.
- Author must not use any fabricated research data in their work, which might lead to deceived outcomes.
- When an author discovers error or inaccuracy in his/her own published work, it is the author's obligation to notify the journal editor and cooperate with him to retract or correct the paper.