**Review process**

**Basic principles for reviewing journal publications**

1. At least two independent reviewers outside the unit shall be appointed to evaluate each publication.

2. The recommended solution is a model in which the author (s) and reviewers do not know their identities (the so-called “double-blind review process”).

3. In other solutions, the reviewer must sign a declaration of no conflict of interest; a conflict of interest is considered between the reviewer and the author:

(a) direct personal relationships (kinship, legal relationships, conflict),
(b) professional independence relations,
(c) direct scientific cooperation in the last two years preceding the preparation of the review.

4. The review must be written and conclude with an unequivocal conclusion as to allow the article to be published or rejected.

5. The eligibility or rejection rules and a possible review form are made public on the journal's website or in any issue of the journal.

6. The names of reviewers of individual publications/issues are not disclosed; once a year, the journal makes public a list of collaborating reviewers.