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## **INTERNAL CONTROLS**

Appointments to the editorial boards are based on track records of scholarship and research integrity.

The journals strictly follow a double-blind refereeing process in which at least two experts in the research area concerned review any manuscript submission.

Three mechanisms ensure adequate safeguards against research misconduct. The “Notes to Contributors” stipulates that “all articles must have a high degree of scholarship,” that “all articles must be original” and that “all allegations of research misconduct shall be pursued assiduously.” The “Manuscript Submission Form” includes a certification from the corresponding author on the veracity of the presentations of the co-authors. The Publication Agreement which the author signs before the article is published includes among others, a provision allowing wide latitude in responding to research misconduct: “The Author warrants that the articles is original and does not infringe upon any proprietary or intellectual property right....”

## **RESPONSE TO ALLEGATIONS OF RESEARCH MISCONDUCT**

Upon receipt of a written allegation of research misconduct, the editor-in-chief shall convene the editorial board to review the allegation. The editorial board shall seek to establish if the complaint a.) is an instance of research misconduct as defined above and; b.) is specific and substantiated. If these requirements are not met, the editor-in-chief writes the complainant of the board’s decision to dismiss the complaint and the bases for such dismissal. If these are met, the board consults with the referees of the article and may opt to consult with another expert in the research area concerned, to further determine the substance of the allegation. In both instances, the respondent shall be advised in writing of the receipt of such allegation and shall be allowed to respond.

If the manuscript in question has not yet been published in the journal, the board shall return the article to the author with the specific advice on how to rework the article; the author is also given the option to withdraw the manuscript. If the manuscript has already been published in the journal, and research misconduct is proven, the editor-in-chief shall notify the author and the institution to which the

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## REFERENCES

Council of Science Editors. "White Paper on Promoting Integrity in Scientific Journal Publications, As Approved by the CSE Board of Directors on September 3, 2006." [www.Council ScienceEditors.org](http://www.Council ScienceEditors.org). Accessed on January 26, 2009.

"Policy on Scientific Misconduct: University of Southern California. [http://policies.usc.edu/policies/scientific misconduct070108.pdf](http://policies.usc.edu/policies/scientific%20misconduct070108.pdf)

"Scientific Misconduct Policy: New York University, The Office of Sponsored Programs. [https://www.nyu.edu/osp/policies/scientific misconduct.php](https://www.nyu.edu/osp/policies/scientific%20misconduct.php)

"Manuscript Submission." *Optical and Quantum Electronics*. <http://www.springer.com/physics/optics/journal/11082>

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