



Atti della Società Toscana di Scienze Naturali – Serie B

– Ethics statement –

Contents

Introduction

- 1. General responsibilities: Conflict of interest**
- 2. Publication and authorship**
 - 2.1. Authorship**
 - 2.2. Plagiarism and Self-plagiarism**
 - 2.3. Data**
 - 2.4. References**
 - 2.5. Retraction and Emendation**
- 3. Peer review / responsibility for and commitments of the reviewers**
 - 3.1. Goal**
 - 3.2. Scientific standards**
 - 3.3. Objectivity**
 - 3.4. Promptness**
 - 3.5. Confidentiality**
- 4. Editorial responsibilities**
 - 4.1. Accountability**
 - 4.2. Responsibility on quality**
 - 4.3. Confidentiality**
 - 4.4. Feedback and improvement**
 - 4.5. Corrections and retractions**
- 5. Publishing ethics issues**
- 6. Unethical Behaviour**
- 7. Research Involving the Use of Animals and Plants – Public Charges**
- 8. Sex and Gender in Research**



Introduction

The Editor is in charge of the editorial process for the “Atti della Società Toscana di Scienze Naturali, Memorie, Serie B” and the Editor-in-chief supervises his/her work.

The Editor-in-chief and the Editor of “Atti della Società Toscana di Scienze Naturali – Serie B” take their respective duties to prevent any kind of publication malpractice. The publisher, the “Atti della Società Toscana di Scienze Naturali, Memorie, Serie B” Editor -in-Chief, Editor and the peer reviewers, play each their part and are responsible for the compliance with the following statements of publication ethics, inspired by the COPE (Committee on Publication Ethics) Ethical Code (see the Core Practices at <https://publicationethics.org/core-practices>).

1. General responsibilities: Conflict of interest

Any actual or potential conflicts of interest from everyone involved in the publication process (Publisher, Editor-in-chief, Editor, Editorial Board members, Reviewers, Authors) must be disclosed – including any financial, personal, or other relationships with other people or organizations within three years of beginning the submitted work that could inappropriately influence their work. Examples of potential conflicts of interest include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. If there is no conflict of interest this should be stated. This should be listed at the end of the text, after any acknowledgments, and just before the Reference list, under the subheading “Conflict of interest statement”.

2. Publication and authorship

2.1. Authorship

All authors should make substantial contributions to all the following: (1) the conception and design of the study, or acquisition of data, or analysis and interpretation of data, (2) drafting the article or revising it critically for important intellectual content, (3) final approval of the version to be submitted.

Authorship must be correctly attributed; all those who have given a substantial contribution to the design, organization, and accomplishment of the research the article is based on, must be indicated as Co-Authors. The respective roles of each co-author should be described in a footnote when requested by Authors. The statement that all authors have approved the final version should be included in the disclosure.

2.2. Plagiarism and self-plagiarism

Authors must clearly state that the submission has not been previously published, nor is it before another journal for consideration (or a thought explanation has been provided before the submission process). Since no proposal gets published without significant revision, earlier dissemination in conference proceedings or working papers does not preclude consideration for publication, but



Authors are expected to fully disclose publication/dissemination of the material in other closely related publications, so that the overlap can be evaluated by the reviewer.

A plagiarism detection software (Turnitin Originality Check) is also used by the Editorial Board to detect text-recycling and uncited sources.

2.3. Data

Authors shall provide access to data associated with their research, on reasonable request. Authors are requested to maintain records of the data and deposit them if allowed.

2.4. References

For this kind of information see the “Manuscript preparation” section.

2.5. Retraction and Emendation

Authors will promptly notify the journal Editor of any mistake or error in their publication, both during the review process and after publication. A corrigendum or an addendum may be published in forthcoming issues. Authors acknowledge that the Publisher may retract the paper in case of unethical behaviors (plagiarism, self-plagiarism, fraudulent data, etc.).

3. Peer review / responsibility for and commitments of the reviewers

3.1. Goal

By means of the peer-review procedure, reviewers assist the Editor-in-chief and the Scientific Committee in taking decisions on the papers submitted. They are expected to offer the Authors suggestions as to possible adjustments aimed at improving their submission.

3.2. Scientific standards

The reviewers are provided with guidelines by the Editor in collaboration with the Editorial Board. Particular attention must be paid to individuating unethical behavior, misuse or misinterpretation of sources or data, and other malpractices such as redundant publication and plagiarism. The reviewers must confidentially notify the Editor in chief of any substantial resemblance to other scientific papers (essay, submitted paper, chapter in a book, book, review article, etc...). In any case, reviewers are required to disclose any potential competing interests before agreeing to review a submission.

3.3. Objectivity

Reviewers are requested to provide an objective judgment. An evaluation grid is provided as a template to support them in the review, but they can integrate the form with any other information or suggestion that may be relevant. Any comment must be done in a collaborative way and from an objective point of view. Reviewers should clearly motivate their comments and keep in mind the Golden Rule of Reviewing: “Review for others as you would have others review for you”.



The journal Editor will give serious and careful consideration to suggestions of cases in which, due to possible conflict of interest, an Author's work should not be reviewed by a specific scholar.

In addition, they are requested to make explicit reference either to funding organization (s) or research programs.

3.4. Promptness

Reviewers should inform the Editor-in-chief if circumstances arise that prevent from submitting a timely review. Reviewers must not accept articles for which there is a conflict of interest due to previous contributions or to a competition with an author.

3.5. Confidentiality

Peer reviewers' identities are protected. On their turn, they are committed to handle submitted material in confidence. Any confidential information obtained during the peer review process should not be used for other purposes.

4. Editorial responsibilities

4.1. Accountability

The Editor is aware to be accountable for everything published in "Atti della Società Toscana di Scienze Naturali – Serie B". Therefore, he/she has processes in place to assure the quality of the material to be published and he/she ensures that peer review of articles is fair, unbiased, and timely and that all papers have been reviewed by suitably qualified reviewers. However, he/she actively seeks the views of authors, readers, reviewers, and scientific and editorial board members about ways of improving peer review and publishing processes for "Atti della Società Toscana di Scienze Naturali – Serie B".

4.2. Responsibility on quality

The decision to accept or reject a paper for publication is based on the paper's importance, originality and clarity, and the study's validity and its relevance to the remit of "Atti della Società Toscana di Scienze Naturali – Serie B". In order to guarantee the quality of the published papers, the Editor always encourages reviewers to provide detailed comments to motivate their decisions. These comments are anonymously sent to the author of the paper. The comments will help in the decision of the outcome of the paper and will help justify this decision for the author. Moreover, if the paper is accepted, the comments should guide the author in making revisions for a final manuscript.

4.3. Confidentiality

In any case, all material submitted to "Atti della Società Toscana di Scienze Naturali – Serie B" remains confidential while under review. Reviewers' identities will be protected and kept confidential as well. They may be made public in their entirety if requested by the reviewers themselves to comply with transparency requirements.



4.4. Feedback and improvement

The Editorial Board is consulted periodically to gauge his opinions about the running of “Atti della Società Toscana di Scienze Naturali – Serie B”, informing it of any changes to the journal policies and identifying future challenges.

4.5. Corrections and retractions

The Editorial board will promote and support the publication of corrections and will adopt any reasonable measure to respond to ethical guidelines infringement. Plagiarism and self-plagiarism may lead to retraction.

Undisclosed conflict of interest may lead to retraction, expression of concern, or issue of correction, depending on how much the conflict of interest has altered the research and findings as well as the review process. In other cases, a change of authorship may be issued.

5. Publishing ethics issues

“Atti della Società Toscana di Scienze Naturali – Serie B” is committed to protect intellectual property and copyright, and respect privacy and personal data (especially for authors and peer reviewers). “Atti della Società Toscana di Scienze Naturali – Serie B” is alert to intellectual property issues and works with its Editor-in-chief to handle potential violations of intellectual property laws and conventions. Moreover, the Editor-in-chief, the Editor and Peer Reviewers work together to foster editorial independence, and to guarantee transparency and integrity in peer-review process, particularly with respect to conflicts of interest. “Atti della Società Toscana di Scienze Naturali – Serie B” precludes business needs from compromising intellectual and ethical standards, and is willing to publish corrections, clarifications, retractions, and apologies when needed.

6. Unethical Behaviour

Misconduct may be brought to the attention of the Editor-in-chief by anyone, at any time. Sufficient information or evidence must be provided in order to initiate and support investigation. Anonymous or vague allegations will not be considered. Confidential investigation may take place upon initial decision of the Editor-in-chief. If, in the light of a full documentary evidence, a fraudulent conduct is ascertained, the outcome may vary, depending on the severity of the violation: minor infringements and honest errors might have minor consequences (the author is informed of his/her misunderstanding of “Atti della Società Toscana di Scienze Naturali – Serie B”’s Ethic Guidelines); serious breaches might be notified with more formal letters, with public expressions of concern (with or without details on misconduct), with retraction or withdrawal of the publication. An embargo on any form of participation to the journal may be issued. Particularly severe infringements (such as, but not limited to, fraudulence, calumny, forge) may be brought before the Italian law by the Editor-in-chief.

7. Research Involving the Use of Animals and Plants – Public Charges



The Editor of *Atti della Società Toscana di Scienze Naturali – Serie B* will require that the benefits potentially derived from any research causing harm to animals and plants are significant. Authors should particularly ensure that their research complies with the commonly-accepted “3Rs” principle:

- Replacement of animals with alternatives wherever possible;
- Reduction in the number of animals used;
- Refinement of experimental conditions and procedures to minimize harm to animals.

Authors must include details on housing, husbandry, and pain management in their manuscript.

Research procedures that involve animals and plants (either cultivated or wild), including collection of plant material, must be carried out in accordance with national and institutional regulations. The Editorial Board of “*Atti della Società Toscana di Scienze Naturali – Serie B*” refers to national laws pertaining to the territory in which the experiment was conducted and disclaims any responsibility for the conditions under which the study was conducted, as it cannot supervise the practices of the experiment. However, the editorial board may reserve the right to exclude from publication and the peer review process any articles that are based on an opaque experiment process.

For anything related to conduct during experimentation and on issues such as pollution of public land, harm to ecosystem and fauna, and occupational safety, the editorial board refers to Italian law. Any conduct that is contrary to the law regarding safety or harm to people, animals, plants, and ecosystems is categorically discouraged by the editorial board.

8. Sex and Gender in Research

We encourage our authors to follow the [‘Sex and Gender Equity in Research – SAGER – guidelines’](#) and to include sex and gender considerations where relevant. Authors should use the terms sex (biological attribute) and gender (shaped by social and cultural circumstances) carefully in order to avoid confusing both terms. Article titles and/or abstracts should indicate clearly what sex(es) the study applies to. Authors should also describe in the background, whether sex and/or gender differences may be expected; report how sex and/or gender were accounted for in the design of the study; provide disaggregated data by sex and/or gender, where appropriate; and discuss respective results. If a sex and/or gender analysis was not conducted, the rationale should be given in the Discussion. We suggest that our authors consult the full [guidelines](#) before submission.