

INFORMATION FOR AUTHORS

Following the recommendations from the Polish Ministry of Science and Higher Education on preventing the practices known as 'ghostwriting' and 'guest authorship' (for more information see the following link https://pbn.nauka.gov.pl/static/doc/wyjasnienie_dotyczace_ghostwriting.pdf [Accessed 1 Oct 2015]), the *Przegląd Prawa Egzekucyjnego* editorial board hereby declare that they shall make every effort to follow the procedures described below.

Scientific integrity is one of the factors responsible for the quality of research. Readers must be confident that authors present their findings in a clear, reliable, and fair manner – irrespective of whether they are the actual authors or they solicit input from experts (natural persons or legal entities).

Transparency with respect to entities involved in a publication (and their content-related, material, and financial contribution) is a reflection of the ethical integrity of researchers, the highest editorial standards, good practices, and social responsibility – which are the exact opposite of what ghostwriting and guest authorship stand for.

'Ghostwriting' means that a person makes a substantial contribution to a publication, without being properly acknowledged or disclosed as one of the authors. 'Guest authorship' (also known as 'honorary authorship') means that the actual contribution of an author is negligible (or the author offers no contribution whatsoever) but they are nevertheless mentioned as the autor/co-author of a publication.

Hence, the editorial staff wish to inform Authors that:

1. The editorial board is obliged to request from authors full transparency with respect to the contribution of actual authors (with disclosing their affiliations and input, i.e. the data on who is the person responsible for the concept, guidelines, methodology, protocol, etc. applied while preparing a publication), with the responsibility for the above resting with authors submitting their manuscripts.
2. In the *Guidelines for Authors*, the editorial staff explain that both ghostwriting and guest authorship constitute scientific misconduct and that any cases of the practices will be disclosed to the public, including notifying relevant bodies (hiring institutions, research societies, associations of scientific editors, etc.).
3. The editorial board hereby obliges Authors to divulge the information on their sources of funding for their publications, as well as on the contribution of scientific and research institutions, associations, and other entities ('financial disclosure').
4. The editorial board will document any cases of scientific misconduct, especially breaching and infringing the ethical principles in science.
5. Authors submitting a paper for publication will be obliged to make a representation on ghostwriting and guest authorship.
6. Authors are obliged to submit their Articles complete with Polish and English abstracts, and relevant bibliographies. Information on the proper citation style is available at www.currenda.pl/przegląd



**ACKNOWLEDGEMENT OF COMPANY POLICIES AS REGARDS
GHOSTWRITING AND GUEST AUTHORSHIP**

.....

place, date

(first name and surname of author)

affiliations (university, department)

PESEL number (or passport number)

(e-mail, phone)

(correspondence address)

(bank account number)

I hereby confirm that I have been informed about the relevant principles regarding 'ghostwriting' and 'guest authorship'. Therefore, complete with all the documents regarding the paper submitted for publication in *Przegląd Prawa Egzekucyjnego*, I have sent a separate form with the information on the entities involved in the publication (and their content-related, material, and financial contribution); the disclosure as to their affiliations and input (i.e. the data on who is responsible for the concept, guidelines, methodology, protocol, etc. applied while preparing the publication), as well as the information on their sources of funding, and the possible contribution of scientific and research institutions, associations, and other entities ('financial disclosure').

As a person submitting this manuscript for publication, it is my sole responsibility to make sure the data included is true and accurate. Sending the article to the journal is tantamount to granting the Publisher the right to publish the work both in print and in electronic format.

.....

date, author's legible signature

**DECLARATION OF ORIGINALITY OF ARTICLE (PUBLICATION);
COPYRIGHT TRANSFER STATEMENT; AND INFORMATION ON FUNDING**

I hereby declare that my co-authored articlesubmitted to *Przegląd Prawa Egzekucyjnego*:

1) has never been published before and is an original scientific work presenting*:

* mark as appropriate

- a) the state of knowledge in the field discussed (overview publication),
- b) the results of own research,
- c) a new interpretation of the results of the research conducted by the authors referred to in the work,
- d) the information on the results of the research conducted by the persons referred to in the article,

2) has never been submitted for publication elsewhere and does not infringe any copyrights, legal and material interest of third parties as defined in the act of 4 February 1994 on copyright and related rights (Journal of Laws no 24, item 83 as amended/Dz.U. Nr 24, poz. 83 z późn. zm.);

3) has been published as a:

- a) peer-reviewed article in:
- b) non peer-reviewed article in:
- c) Other information on publishing the article in part or in whole:
.....

4) My contribution to the article is %;

5) The following persons or institutions have been involved in writing the article (not mentioned as the authors):
.....
.....

6) The circumstances envisaged in the recommendations from the Ministry of Science and Higher Education on preventing 'ghostwriting' and 'guest authorship' do not apply in the case of the article in question.

7) The sources of funding for the research and the article were:

- a) author's own means:
- b) funding from a university/workplace:
- c) grant/research project (name, number)
- d) other

8) In exchange for one copy of the journal in its primary version (printed or electronic as a PDF file) including my article, and the remuneration of PLN 65 zlotys for every page of the published text, I hereby assign to the Publisher all copyright and related rights including the exclusive right to give permission to exercise derivative copyright and the right to transfer acquired rights, with the aforementioned taking effect unconditionally and with no delay, without any limitations as to time and place, including:

- a) creating, recording, and copying the article through any technology available, including print, reprography, magnetic recording, and digital technology, especially as regards copying on CDs;
- b) entering and storing in computers, and uploading online and to Internet-type internal networks;
- c) publishing and distributing.

.....
date, author's legible signature