The editorial policy of the scientific journal «Continuing Professional Education: Theory and Practice» aimed at ethical norms accepted by the international scientific community.

Editorial Board activity in this direction is based on the recommendations of the Committee on Publication Ethics, valuable experience in reputable international journals and publishing houses as well as current legislation of Ukraine.

The Editorial Board is guided by the [REGULATIONS](https://kubg.edu.ua/images/stories/Departaments/vdd/documenty/rozdil_2/nakaz_898_26.12.2019.pdf) on the academic integrity of academic, pedagogical and research staff and higher education learners of Borys Grinchenko Kyiv University.

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* have to evaluate all manuscripts according to set criteria. All articles have to be reviewed in a period no more than 2 weeks. In other way reviewers should inform the editor if this is not possible;
* evaluate the manuscript regardless of ethnic, gender, religious or political affiliation of the authors;
* ensure the confidentiality of all materials related to the publication;
* it is forbidden to disclose information from the article or use any part of unpublished materials in own research;
* have to inform the Editorial Board about the manuscripts with plagiarism, fabricated data and biased citation. But any allegation of plagiarism should be accompanied by adequate and reasonable proofs.
* have to take into account a possibility of conflict of interests in the case when a manuscript is closely related to their current or published work or in case of professional or personal relations of the reviewer with the author, which may influence the reviewer’s judgment. If there is a conflict, a reviewers have to return the manuscript without a review, reporting the Editorial Board about the conflict of interests.

**Mechanism for eliminating violations of publication ethics and unfair:**

If publication ethics is breached by the members of Editorial Board, authors or reviewers, a mandatory investigation is required. Editorial Board must act in accordance with the norms established by the Committee on Publication Ethics ([COPE](https://publicationethics.org/)), and in accordance with the specifics of the detected violations. The decision of the Editorial Board must be impartial, objective and independent of third parties. In order for us to take an unbiased approach, Editorial Board investigate each case thoroughly, seeking clarification from all affected parties.

**Types of publication ethics violations:**

* violation of the norms of universal morality, hate speech, humiliation of the dignity of other persons, institutions, organizations, discrimination based on age, race, social, national, gender, religious, territorial, professional, political criteria in the text of the publication;
* undisclosed conflict of interest;
* re-publication (duplicate publication);
* plagiarism;
* lack of reference to the source, or other copyright violations;
* falsified data, indicating fictitious co-authors, publishing under a false name;
* assignment of an author's scientific idea or data by a reviewer, editor, etc.

If reviewers or members of the editorial board find such violations, they must act in accordance with the algorithm proposed Committee on Publication Ethics ([COPE](https://publicationethics.org/)):

* request an explanation from author, reviewer or member of Editorial Board about publication ethics violation;
* in case of satisfactory explanation to continue publication process;
* in case of unsatisfactory explanations, the article or review with publication ethics violations is rejected;
* all decisions on violation of publishing ethics are made at the meeting of the Editorial Board with mandatory open voting and recording of the decision in the protocol of the meeting of the Editorial Board.