

## Double blind review procedure

1. In order to assess a quality of submitted publication the Editorial Board consults at least two outside referees (not affiliated to any of the authors' institutions) which are recognized experts in the specific field.
2. At least one of the referees must represent a foreign institution (i.e. an institution located in other country than the home institution of each author).
3. The journal uses double blind peer review policy, i.e. neither the author nor the referee knows the identity of the other. In addition, each referee signs a declaration of no conflict of interests, whereby the conflict of interest is defined as a direct personal relationship (kinship to the second degree, legal relationships, marriage) or a professional scientific cooperation between the referee and the author which took place at least once in the past two years preceding the year of accepting the invitation to review.
4. Only written referee reports are considered (journal does not accept face-to-face or phone-call-based reports). Each report should clearly express the referee's final recommendation (i.e. whether the article should be accepted for publication, revised or rejected). The referees are kindly requested to fill the review form which can be found in "For reviewers" section. In general, the referees are asked to:
  - assess:
    - the scientific importance of the submission's topic
    - the quality of research:
  - verify whether:
    - the Abstract is concise and informative
    - the facts and interpretations are satisfactorily separated in the text
    - the interpretations and conclusions follow from the data
    - the length and structure of the paper is appropriate
    - the paper can be shortened without loss of quality
    - all the tables and figures are necessary
    - the diagrams and photographs are of good quality
    - there are all essential figures that should be prepared
    - all the references are exact
    - the manuscript requires proof reading by native speaker
    - there is sufficient attention given to previous research.
5. The names of the referees of particular articles are classified.
6. Once a year the journal publishes the complete list of referees.