

ESP Across Cultures
International journal on English for Specific Purposes

ESP Across Cultures is a double blind peer reviewed international journal that respects the following ethical code whose requisites are shared by all those involved: the chief editor, assistant editor, editorial board, referees and authors.

DUTIES OF THE EDITORS, EDITORIAL BOARD AND REFEREES

Decisions concerning publication

The chief editor of *ESP Across Cultures*, together with the assistant editor, and with the collaboration of the editorial board, are responsible for deciding whether or not to publish contributions. Such decisions are the result of periodic exchanges between the chief editor and the assistant editor, and with members of the editorial board, as well as systematic consultations with referees who may not necessarily be members of the editorial board.

Policy of non-discrimination

The chief editor, assistant editor, editorial board and referees evaluate contributions on the basis of their content without discrimination of race, gender, sexual orientation, religion, ethnic origin, citizenship, or political orientation of the authors.

Confidentiality

The chief editor, assistant editor, editorial board and referees are bound not to reveal information on the contributions to be published to other persons who are not the referees or the chief editor or assistant editor.

Anonymity

The chief editor, assistant editor, and editorial board must not reveal the identity of the referees to the author, or the identity of the author to the referees.

DUTIES OF REFEREES

Contributing to editorial decisions

Peer-reviewing is a procedure that is of vital importance in allowing the chief editor, assistant editor, editorial board and referees to make decisions concerning the contributions to be published and offers authors the opportunity to improve and enrich their contributions.

Respecting time limits

A referee who does not feel up to evaluating the proposed contribution or who is unable to respect the deadline required for refereeing must inform the chief editor as soon as possible.

Confidentiality

Referees pledge not to discuss the contribution they are required to review with other persons, except in cases of explicit authorization from the chief editor.

Objectiveness

Referees must carry out their peer-review objectively and must provide adequate grounds for their evaluation.

Indicating bibliographical references

Referees must provide the bibliographical references of fundamental works that may not have been mentioned by the author.

Similarities between contributions

Referees must inform the chief editor if there are similarities between the contribution being reviewed and other publications known to the referees.

Conflict of interest and divulgation

Referees must consider as confidential all information gleaned during the peer-review process. Referees are also required not to accept peer-review contributions where there may be a conflict of interest due to previous relationships of collaboration or competition with the author and/or the institution to which the author belongs.

DUTIES OF AUTHORS

Responsibility for content

The author is the only person responsible for the content of his or her publication.

Originality and plagiarism

The author pledges to have written an original work in all of its parts and to have cited all the scientific publications used in that contribution.

Citing sources

Authors must indicate correctly the bibliographical references mentioned in the contribution and pledges that they will obtain the authorizations necessary to reproduce such sources if need be.

Authorship of the contribution

The author must explicitly indicate the names of all the persons that have helped significantly in the exploration, organization, and realization of the research on which the contribution is based.

If the contribution is written by more than one author, the author who sends the text to the chief editor must guarantee that there is the consent of the coauthors to publish the contribution in the journal.

Errors in published articles

Should authors become aware of an error or of a major inaccuracy in the contribution that has already been published, they must inform the chief editor immediately and provide all the necessary information so that the correction can be made.