

## **Item 4.1 Ethics Statement**

This Ethics Statement has been adapted from the recommendations of the Committee on Publication Ethics (COPE) Best Practice Guidelines for Journal Editors (drafted in 2011, revised August 2022) and from a number of other sources.

### **1 Obligations of the editor**

#### **1.1. Neutrality**

Submitted manuscripts are evaluated according to i) their relevance to the subject matter focus of the journal, viz. French-Australian relations, and ii) their research merit. There are no fees payable to submit or publish in this journal.

#### **1.2 Confidentiality**

All manuscripts will be treated as confidential documents. Editors will not disclose information about the manuscript submitted to anyone except the author, reviewers and potential reviewers. Please note that articles are double-blind, peer reviewed (see below).

#### **1.3. Disclosure of information and conflicts of interest**

Unpublished data contained in the submitted manuscript will not be used by editors or reviewers in their own research without the explicit consent of the author.

#### **1.4. Decision on publication**

The editors make the final decision on publication, with due consideration of the legal obligations regarding defamation, copyrights and plagiarism (see Submissions Guide), and the recommendations of the reviewers. This decision is communicated to the author in a timely manner.

#### **1.5. Right to commission/invite manuscripts**

The editors reserve the right to invite or commission articles on relevant topics to be double-blind peer-reviewed. The editors may also publish notes or documents which are not necessarily research-based and are not subject to peer review, eg interviews, book reviews, bibliographical notes.

### **2 Peer review and the obligations of reviewers**

**2.1.** The research merit of submitted articles is assessed based on a double-blind peer-review process.

#### **2.2. Timeliness and conflicts of interest**

When a guest reviewer does not feel competent to evaluate the research presented in the manuscript, or is unable to provide a report in time, they will inform the editor without delay. Reviewers should not review manuscripts where they become aware of a conflict of interest arising from competitive, collaborative or other relationships with the authors.

#### **2.3. Standards of objectivity, civility and respect**

The reports must be objective. The opinion of the reviewer must be clear, well-argued and respectful of the author.

#### **2.3. Indication of sources**

The reviewer should identify relevant publications not cited by the author and draw the editor's attention to any similarity between the manuscript and previous publications.

### **3 Obligations of the authors**

#### 3.1. Originality and citation

The manuscript submitted for publication must present the results of the author's own research as well as an objective discussion of these results and their importance. Fraudulent and consciously inaccurate information is unethical and unacceptable.

Research done by others that influenced the study in question must always be cited.

#### 3.2. Multiple publications

The author should not submit the manuscript for review to more than one journal (or book) at a time.

#### 3.3 Language policy

The journal accepts articles in both French and English. In the case of an article in French, an extended abstract in English (400-500 words) should also be provided. In some cases, with the agreement of the author, an English translation of the whole article will be commissioned.

#### 3.4. Disclosure of information and conflicts of interest

The author must indicate any conflicts of interest that may influence the proposed publication. Funding for research projects that made the study possible must be indicated.

#### 3.5. Errors in publishing

If the author discovers an important error or inaccuracy in their publication, the editor must be quickly informed and a correction made in a timely manner.

### **4. Copyright**

4.1. The author retains the copyright over their publication but agrees to its reproduction in digitised form on the ISFAR Journal website after one year.

4.2. The author obtains written permission for the inclusion of any images, text or other material used in the article that are not of their authorship and agrees to supply confirmation of such permissions to the Editor on request.

### **5. Complaints and Appeals**

Complaints about submissions or published articles will be considered promptly and assessed in a transparent process, conducted by two additional readers with relevant expertise. Editors should obtain full documentary evidence if not already provided.