

## Reviewing procedures

1. All submitted materials are the subject to initial evaluation made by the editorial board members.

Articles which have been initially accepted are then sent over to peer reviewers. In exceptional and justified cases the editorial board may decide not to apply the reviewing procedure, i.e. in the case of reprints from other publications which apply reviewing procedures, articles which have already been reviewed and essays of non-scientific nature.

2. Two independent peer reviewers, that are experts in their field, are appointed to carry out reviewing procedure of each publication. One of the reviewers is usually an employee of the Institute of National Remembrance. The other reviewer is a person who is neither the Institute employee nor a journal's Programme Board member. The editors will use the best efforts to select objective reviewers, not related to the work's author and avoid relations that may affect the reviewer's integrity and objectivity. In order to avoid a conflict of interest, papers will not be reviewed by persons affiliated to the same institution as the author, the author's colleagues or subordinates.

3. Reviewers have a PhD degree or higher.

4. Articles are reviewed in accordance with the double-blind principle, i.e. authors and reviewers do not know each other's identity.

5. Reviews are subject to confidentiality, i.e. reviews are only presented to authors and the editorial board members.

6. Reviews shall be presented in writing, contain explicit conclusions whether the article shall be approved for publication or rejected.

7. The editorial board may reject the reviews or require reviewers to introduce corrections or supplement the reviews which do not meet the substantive and formal requirements of the peer scientific review; this applies in particular to perfunctory reviews, reviews containing unsubstantiated criticisms or praise, reviews with no logical connection between the review content and its conclusion i.e. definitely critical review with end in a positive conclusion or vice versa.

8. Whenever one of the two reviews is positive and the other is negative, the editorial board shall appoint a third reviewer. Only articles which have obtained two positive reviews are published.

9. The reviewers list is published in the last journal's issue in a particular calendar year, the list is also available on the journal's website.