

## **Regulation**

### **about the editorial board of the magazine “Natural and man-made risks. Construction Safety ”,**

#### **Certificate of State Registration of Media**

**PI No. FS 77-27300 of February 22, 2007**

### **1. General Provisions**

1.1. These Regulations (hereinafter referred to as the “Regulations”) determine the procedure for the formation and organization of the activities of an expert scientific and technical council (hereinafter referred to as the “Editorial Council”) of the journal Natural and Technological Risks. Construction Safety”, Certificate of State Registration of Mass Media PI No. FS 77-27300 dated February 22, 2007 (hereinafter referred to as the “Journal”).

1.2. The journal publishes the main scientific results of dissertations for the degree of candidate of sciences, for the degree of doctor of sciences”, approved by the Higher Attestation Commission at the Ministry of Education and Science of the Russian Federation (hereinafter - the “Higher Attestation Commission” and the “Ministry of Education and Science of Russia”), in connection with which the editorial board (editor-in-chief) forms the editorial board and the editorial board.

1.3. The main purpose and task of the editorial board of the journal is to review manuscripts of scientific articles submitted for publication in order to ensure conditions for compliance with the requirements for them, which are established in the following documents:

- The Law of the Russian Federation “On Mass Media” of December 27, 1991, No. 2124-1;
- The Federal Law "On Science and Science and Technology Policy" dated 08.23.1996, No. 127-Φ3;
- Federal Law “On Personal Data” dated July 27, 2006 No. 152-FZ;
- Federal Law "On Education in the Russian Federation" dated December 29, 2012 No. 273-FZ;
- other regulatory legal acts of the Russian Federation in the field of scientific, scientific, technical and educational activities, including documents regulating the activities of the Higher Attestation Commission under the Ministry of Education and Science of Russia;
- Agreement No. b / n dated December 20, 2016 between the founders and the editor-in-chief for the publication of the journal (hereinafter - the "applicable law")

1.4. In case of making amendments to the documents specified in clause 1.3 of the Regulation or approving new documents in exchange for them, the amended and newly adopted documents have legal force.

### **2. The procedure for the formation of the editorial board**

2.1. General requirements for the formation, composition and organization of activities of the editorial board of the journal are defined in the documents of the applicable law.

2.2. The editorial board is formed by the editorial board of the journal in agreement with the founders and the chief editor - head of the editorial board of the journal.

2.3. The composition of the editorial board of the journal may include both persons previously attracted to the publication of the journal and new members - well-known scientists, specialists and experts from leading research centers, design and survey, implementation organizations and educational institutions (hereinafter referred to as “candidates”).

2.4. Candidates are sent letters of invitation to be elected to the editorial board of the journal.

Decisions are made on the candidates who answered the invitation, sent their consent to the editorial board of the journal to participate in the activities of the editorial board and to process personal data in accordance with Federal Law No. 273, with the necessary personal data (they are requested additionally after obtaining consent).

2.5. When submitting consent, candidates may express their opinion on the candidacy of the chairman and deputy chairmen of the editorial board - in the areas (sections) indicated in section 3 of the Regulation.

### **3. Directions (sections) of the editorial board**

The Editorial Board is formed by the areas of competence of the journal (sections), taking into account the rubricator (sections) of the journal adopted by the editors.

### **4. The procedure for reviewing articles**

4.1. Peer review is organized by the scientific editor - the chairman of the editorial board of the journal or his deputies (in sections).

4.2. All scientific articles submitted to the editorial office of the journal should highlight the most pressing issues of the development of science, technology and education in the directions (sections) of the journal, be different in novelty.

4.3. It is allowed not to review:

- articles of members of the Russian Academies of Sciences, if the member of such an academy is the only one, or the first of the authors of the publication;

- Articles recommended for publication by forums: scientific reports heard at congresses, congresses, conferences, etc., as well as forum resolutions (decisions) recommended for publication and formatted as articles;

- informational, informational and advertising, image articles, messages and announcements.

4.4. The manuscript of the article submitted for review should be prepared in accordance with the established "Requirements for the design of manuscripts of articles for submission to the journal" (appendix).

4.5. Peer-reviewed scientific articles for the purpose of their expert evaluation are carried out by members of the editorial board from among leading scientists, specialists and experts on the subject of peer-reviewed materials.

4.5.1. The review addresses the following issues:

- correspondence of the content of the article to the topic stated in the title and to the journal headings;

- compliance of the article with the modern achievements of science and practice, the relevance of the problem

- assessment of the preparedness of the manuscript for publication in relation to language, scientific style, consistency of presentation, evidence of conclusions;

- the correctness of the citation and the state of the scientific and reference and terminological apparatus theoretical and methodological observations;

- the desirability of publishing an article, taking into account previously published literature on this issue;

- compliance with the requirements for the design of the article in the journal: the admissibility of the volume of the manuscript as a whole and its individual elements (text, tables, illustrative material, bibliographic references), the appropriateness of placing tables, illustrative material in the article and their relevance to the subject, as well as inaccuracies committed by the author and mistakes.

4.5.2. The reviewer should give recommendations to the author and the editorial staff on improving the manuscript. The comments and suggestions of the reviewer should be objective and principled, aimed at increasing the scientific and methodological levels of the manuscript.

4.5.3. The final part of the review should contain reasonable conclusions about the manuscript as a whole and a clear recommendation on the appropriateness of its publication in the journal: recommended, recommended taking into account the correction of deficiencies noted by the reviewer, or not recommended for publication in the journal (as part of the Higher Attestation Commission under the Ministry of Education and Science of Russia).

4.5.4. In the case of a negative assessment of the manuscript as a whole, the reviewer must justify his conclusions especially convincingly.

4.5.5. The review is signed by the person who prepared it.

4.6. The reviewer must consider the submitted article within 2 to 4 weeks from the date of receipt and send a review (positive opinion) or a reasoned refusal to review (negative opinion) to the editor.

4.7. Peer review is closed. A review is provided to the author of the article at his written request in electronic form without a signature and an indication of the surname, position, and place of work of the reviewer.

## **5. Other provisions**

5.1. In case of refusal in the direction for reviewing the manuscript submitted by the author of the article, the editors are obliged to send a motivated answer to the author.

5.2. Based on the results of the review, the editors send the authors of the submitted materials copies of the reviews or a reasoned refusal.

Articles in need of refinement are sent to the author along with a review and editorial comments. A motivated refusal is sent to the author of an article not accepted for publication at his request.

5.3. The decision on the possibility (expediency) of publication after review is made by the editorial board (editor-in-chief or other authorized person), in accordance with the recommendations of the editorial board.

5.4. Not allowed for publication:

- articles whose authors refuse to eliminate the deficiencies in the design of articles;
- articles whose authors do not respond to the constructive comments of the reviewer.

5.5. Reviews of the materials received, signed by reviewers, are kept in the editorial office for 5 (five) years.

5.6. At the request of the Russian Ministry of Education and Science, the Higher Attestation Commission (HAC), and other regulatory bodies, reviews are provided without fail.

This Regulation is an annex to the Agreement for the publication of the journal and its integral part.