

Offshore Site Investigation and Geotechnics

## **Publication Ethics and Publication Malpractice Statement**

*(updated 2022)*

The Offshore Site Investigation and Geotechnics conference proceedings are a collection of peer-reviewed conference papers. We, the Society for Underwater Technology (SUT), are committed to ensuring the highest standards of publication ethics. It is expected of authors, reviewers, members of the OSIG 2023 Conference organising committee, and editors that they follow the best-practice guidelines on ethical behaviour contained therein.

The following principles of Publication Ethics and Publication Malpractice Statement are based on the [Code of Conduct and Best Practice Guidelines for Journal Editors of the Committee on Publication Ethics – COPE](#).

### **Editors' responsibilities**

#### Publication decisions

The SUT OSIG 2023 Conference organising committee is responsible for deciding which of the papers submitted to the OSIG 2023 Conference will be published.

The SUT OSIG 2023 Conference organising committee will evaluate abstracts and manuscripts without regard to the authors' race, gender, sexual orientation, religious belief, ethnic origin, citizenship, or political philosophy. The decision will be based on the paper's importance, originality and clarity, and the study's validity and its relevance to the conference's scope. Current legal requirements regarding libel, copyright infringement, and plagiarism should also be considered.

#### Confidentiality

The SUT OSIG 2023 Conference organising committee and any editorial staff must not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher, as appropriate.

#### Disclosure and conflicts of interest

Unpublished materials disclosed in a submitted paper will not be used by the SUT OSIG 2023 Conference organising committee or the members or any editorial staff for their own research purposes without the author's explicit written or digitally supplied consent.

### **Reviewers' responsibilities**

#### Promptness

Any selected referee who feels unqualified to review the research reported in a manuscript or knows that its prompt review will be impossible should notify the SUT OSIG 2023 Conference organising committee and withdraw from the review process.

#### Confidentiality

Any manuscripts received for review must be treated as confidential documents. They must not be disclosed to or discussed with others except as authorised by the SUT OSIG 2023 Conference organising committee.

#### Standards of objectivity

Reviews should be conducted objectively. Personal criticism of the author is inappropriate. Referees should express their views clearly with supporting arguments.

### Acknowledgement of sources

Reviewers should identify cases in which relevant published work referred to in the paper has not been cited in the reference section. They should point out whether observations or arguments derived from other publications are accompanied by the respective source. Reviewers will notify the editor of any substantial similarity or overlap between the manuscript under consideration and any other published paper of which they have personal knowledge.

### Disclosure and conflict of interest

Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Reviewers should not consider manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions associated with the papers.

## **Authors' duties**

### Reporting standards

Authors of original research papers should present an accurate account of the work performed as well as an objective discussion of its significance. Underlying data should be represented accurately in the paper. A paper should contain sufficient detail and references to permit others to replicate the work. Fraudulent or knowingly inaccurate statements constitute unethical behaviour and are unacceptable.

### Data access and retention

Authors could be asked to provide the raw data of their study together with the paper for editorial review and should be prepared to make the data publicly available if practicable.

### Originality, plagiarism, and acknowledgement of sources

Authors will submit only entirely original works and will appropriately cite or quote the work and/or words of others. Publications that have been influential in determining the nature of the reported work should also be cited.

### Multiple, redundant, or concurrent publication

In general, papers describing essentially the same research should not be published in more than one publication. Submitting the same paper to more than one publication constitutes unethical publishing behaviour and is unacceptable.

Manuscripts which have been published as copyrighted material elsewhere cannot be submitted. In addition, manuscripts under review by the SUT OSIG 2023 Conference organising committee should not be resubmitted to copyrighted publications. However, by submitting a manuscript, the author(s) retain the rights to the published material. In case of publication, they permit the use of their work under a [CC-BY license](#) which allows others to copy, distribute and transmit the work as well as to adapt the work and to make commercial use of it.

### Authorship of the paper

Authorship should be limited to those who have made a significant contribution to the conception, design, execution, or interpretation of the reported study. All those who have made significant contributions should be listed as co-authors.

The corresponding author ensures that all contributing co-authors and no uninvolved persons are included in the author list. The corresponding author will also verify that all co-authors have approved the final version of the paper and have agreed to its submission for publication.

### Fundamental errors in published works

When an author discovers a significant error or inaccuracy in their own published work, it is the author's obligation to promptly notify the Society for Underwater Technology and to cooperate with the editor and SUT OSIG 2023 Conference organising committee to retract or correct the paper in form of an erratum.