

REGULATIONS

FOR ISSUANCE OF THE "PROBLEMS OF GEOGRAPHY" JOURNAL

1. General notes

The regulations administer the organization, structure, functioning and the publishing of "Problems of Geography" journal (further in the document referred to as "the journal"), the requirements to the authors and the interaction with other institutions relating to the journal and its printing.

1.1. The journal contains articles of theoretical-methodological nature and ones presenting results of scientific and applied research by Bulgarian and foreign scientists on important and topical issues from all branches of the geographical sciences and other relevant fields of the scientific knowledge. By decision of the Editorial Board separate thematic issues are also published, as well as research reports, discussion papers, opinions and reviews.

1.2. All materials are reviewed.

2. Structure of the journal and requirements to the authors

2.1. The journal is published on paper and on its website. Both versions are identical and equal.

2.2. The journal is published in four volumes - in separate editions (1, 2, 3 and 4) or in combined book blocks.

2.3. Papers are published in one of the following languages: Bulgarian, English, Russian, French or German.

2.4. The structure of the journal contents can be divided into the following sections:

- Scientific papers
- Scientific communiqué
- Doctoral forum
- Research projects
- Discussion
- Responses and reviews

2.5. Papers submitted for publishing must not have been published elsewhere. The author of the paper is held responsible for the violation of this requirement.

2.6. The Editorial Board formulates special requirements to the authors presenting manuscripts for printing. The Board reserves the right to make changes to these requirements. They are an integral part of the current Regulations and are published in the journal (in its both paper and electronic versions). The requirements can be provided on request by any potential author.

2.7. All articles are published for free; no payments to the authors are made.

3. Editorial Board and Advisory Board

3.1. The managing body of the journal is its Editorial Board (EB), which consists of chief editor, deputy-editor, editor-geographer and members. The Editorial Board proposes and elects the chief

editor from among its members its members. The position is held for a period of four years; candidates are elected on the basis of the journal development concepts they propose.

3.2. The chief editor is approved by the Scientific Council of the National Institute of Geophysics, Geodesy and Geography (NIGGG) at the Bulgarian Academy of Sciences (BAS).

3.3. The Editorial Board elects the vice editor, who is a member of the Editorial Board.

3.4. The members of the Editorial Board are elected by the Meeting of the Department of Geography for a period of four years.

3.5. The members of the Editorial Board must be habilitated scientists. If possible, the EB is built on the basis of equality and representation of all major geographical fields which existing in contemporary science which are being developed in the Department.

3.6. The consulting organ of the journal is its Advisory Board (AB), whose members are elected among renowned and internationally recognized scientists in the field of geography from Bulgaria and abroad. The submitted papers of high scientific value, discussion papers etc. are being forwarded to the members of the AB for review and opinion.

3.7. The number of members of the EC and its personal staff are discussed and elected at a meeting of Department of Geography based on the proposal by the Editorial Board and by other scientists from the Department.

4. Procedure for papers submission and printing of the journal

4.1. The Editor-in-Chief (in their absence – the Deputy Editor-in-Chief) and the geographer-editor, depending on the nature and the topic of the submitted material, submit it to the reviewers on a paper and / or electronic format, along with a cover letter and the time frame within which the reviews are to be prepared.

4.2. All members of the Editorial Board have the right to get acquainted with the submitted materials and reviews, as well as to express their scientific opinion.

4.3. Papers submitted for review remain anonymous to the reviewer, where as the reviewer is anonymous as far as the author of the reviewed paper is concerned. The submitted reviews, opinions positions etc. on articles, books, essays, reviews, are only edited in terms of style and are placed in a timely manner.

4.4. In case of two different reviews, the paper is submitted to a third, “superreviewer”. Should all reviews turn out negative, the Editorial Board makes a decision not to accept the submitted material and informs the author/s about that decision.

4.5. Papers submitted by PhD students first must be reviewed and approved by their academic supervisors. A reviewer in this case can be assigned among non-habilitated scientific staff, however – they must hold an academic degree.

4.6. The editor-geographer is the one entitled to official contact with the Academy Publishing (AP) and the distribution agencies. The editor-geographer maintains the official contact with the authors and brings to their knowledge the review conclusion and the final decision of the Editorial Board.

4.7. Prior to the submission of the manuscript processed for printing, the chief editor signs all materials provisioned in the contents of each issue of the journal. After the submission of the manuscript to the AP, the article can only be withdrawn by a resolution of the Editorial Board.

4.8. The journal is printed by "Marin Drinov" Academic Publishing, which is contracted by the management of the NIGGG for every single issue of the journal. The Editorial Board is entitled to propose to the management of the NIGGG changes in the contract or its termination, should the financial or other conditions are deemed unfavorable or unaffordable.

5. Final provisions

5.1. All issues and problems which are not covered in the Regulations shall be resolved by agreement between the Editorial Board and the authors within the good manners and fellowship and under the provisions of the Bulgarian legislation.

5.2. Once adopted, the Regulations are published on the journal's website (e.g. the website of the NIGGG). Authors from other institutions, submitting materials for printing must be familiar with the current Regulations.

5.3. The current Regulations have been elaborated in accordance with the Regulations for publishing activity of the Bulgarian Academy of Sciences from 17.10.2011.

5.4. These regulations were discussed and accepted at an Editorial Board meeting which took place on 11th February 2019, and come into force as of that date.

Chief editor:



(Assoc. Prof. Marian Varbanov, PhD)