

APULUM. SERIES ARCHAEOLOGICA ET ANTHROPOLOGICA AND SERIES HISTORIA & PATRIMONIUM

Publication Ethics and Malpractice Statement (PEMS)

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Apulum. Series Archaeologica et Anthropologica and *Series Historia & Patrimonium* is committed to upholding the highest standards of publication ethics and to maintaining the integrity of the scholarly record. This Publication Ethics and Malpractice Statement is based on the Committee on Publication Ethics (COPE) *Code of Conduct and Best Practice Guidelines for Journal Editors*, as well as on the Principles of Transparency and Best Practice in Scholarly Publishing developed jointly by COPE, the Directory of Open Access Journals (DOAJ), the Open Access Scholarly Publishers Association (OASPA), and the World Association of Medical Editors (WAME).

All parties involved in the act of publishing — the publisher, the editor-in-chief, the editorial board, the peer reviewers, and the authors — agree to comply with the standards of ethical behaviour set out in this document.

1. Website

The official website of the journal *Apulum. Series Archaeologica et Anthropologica* and *Series Historia & Patrimonium* has been designed to ensure high ethical and professional standards. The website provides accurate and verifiable information and does not contain any element intended to mislead readers or authors, nor does it imitate the design or branding of any other journal or publisher.

The website includes the following clearly identifiable sections:

- **Aims & Scope:** a statement defining the editorial focus of the journal (archaeology, anthropology, and related disciplines, with a particular focus on Transylvania, the Roman provinces of Dacia, and Central-Southeastern European archaeology) and its intended readership (researchers, academics, museum specialists, students, and professionals in the field of archaeology and anthropology).
- **Submission criteria:** the types of contributions accepted (original research articles, studies, reviews, archaeological reports), authorship criteria, and explicit policies prohibiting multiple submissions and redundant publications.
- **ISSN:** the print ISSN is clearly displayed on the journal's website and on every published article.

2. Name of the Journal

The journal name — *Apulum. Series Archaeologica et Anthropologica* and *Series Historia & Patrimonium* — is unique and reflects its long-standing scholarly tradition. The name derives from the Roman name of the ancient city of *Apulum* (modern Alba Iulia), and it is not designed to mislead potential authors or readers regarding the origin of the journal or its association with other journals or publishers.

3. Peer Review Process

All scholarly content published in *Apulum. Series Archaeologica et Anthropologica* and *Series Historia & Patrimonium* is subject to a rigorous **double-blind peer review** process. Both the identity of the authors and that of the reviewers are kept confidential throughout the entire evaluation procedure.

The peer review process is carried out as follows:

- Submitted manuscripts are first assessed by the Editor-in-Chief and the editorial team for compliance with the journal's scope, scholarly quality, and formal requirements.
- Manuscripts that pass the initial editorial assessment are sent to at least two independent external reviewers who are recognised experts in the relevant subject area and who are not members of the journal's editorial staff.
- Reviewers evaluate manuscripts based on originality, methodology, scholarly contribution, clarity, and adherence to academic standards.
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The journal does not guarantee manuscript acceptance and does not advertise unrealistically short peer review times. All articles published in the journal are clearly marked as peer-reviewed.

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6. Editorial Team and Contact Information

The full names, academic titles, and institutional affiliations of the Editor-in-Chief, Deputy Editor(s), and members of the editorial team are published on the journal's website.

The contact details of the editorial office are as follows:

Editorial Office – Apulum. Series Archaeologica et Anthropologica

Editorial Office – *Apulum. Series Historia & Patrimonium*

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Website: [official journal URL]

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The publisher and the editorial team take all reasonable steps to identify and prevent the publication of articles in which research misconduct has occurred, including but not limited to plagiarism, citation manipulation, data falsification or fabrication, image manipulation, redundant publication, and inappropriate authorship.

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10. Publication Ethics

The journal adheres to the COPE Code of Conduct and Best Practice Guidelines and applies the following ethical policies:

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Authorship is attributed to all individuals who have made a substantial intellectual contribution to the conception, design, execution, or interpretation of the research, who have drafted or critically revised the manuscript, who have approved the final version, and who agree to be accountable for the integrity of the work. All persons designated as authors must meet these criteria; conversely, all those who meet these criteria must be listed as authors. Other contributions should be acknowledged in a dedicated section.

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Authors who wish to appeal an editorial decision or to file a complaint regarding the peer review process or any aspect of the journal's editorial conduct may submit a written request to the Editor-in-Chief. Complaints will be examined in accordance with COPE guidelines, and a substantive reply will be provided within a reasonable period.

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Authors are required to disclose any financial, personal, institutional, or other relationships that could be perceived as influencing the content of their work. Editors and reviewers are likewise required to declare any potential conflicts of interest and to recuse themselves from handling manuscripts in which such conflicts exist.

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Authors are encouraged to make available the primary data, archaeological inventories, archival sources, and any other materials underlying their research findings, in accordance with the specific requirements and ethical limitations of archaeological and anthropological research (including legal restrictions concerning archaeological heritage and human remains).

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The journal upholds ethical principles in research involving cultural heritage, archaeological excavations, human remains, and sensitive cultural materials. Authors must confirm that their research has been conducted in accordance with national legislation, with the ethical standards of their host institutions, and, where applicable, with international conventions on the protection of cultural heritage.

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The journal welcomes scholarly debate and post-publication discussion. Readers may submit comments, corrections, or critical observations to the editorial office. Where errors are identified, the journal will publish corrigenda, errata, expressions of concern, or retractions, in accordance with COPE guidelines.

11. Publishing Schedule

The journal *Apulum. Series Archaeologica et Anthropologica* and *Series Historia & Patrimonium* is published **annually**, with one volume issued each calendar year.

12. Access

The journal *Apulum. Series Archaeologica et Anthropologica* and *Series Historia & Patrimonium* is a fully **open access** publication. All articles are freely available to readers worldwide, immediately upon publication, without subscription, registration, or pay-per-view charges. The full text of each article can be downloaded directly from the journal's website in PDF and/or HTML format.

13. Archiving

The journal ensures the long-term preservation of and continued access to its content through the following measures:

- Permanent digital archiving of all published volumes on the official website of the National Museum of the Union, Alba Iulia.
- Deposit of the journal's content in institutional and national digital repositories, including the Romanian National Library deposit system.
- Indexing and archiving in international scholarly databases and digital libraries (such as CEEOL — Central and Eastern European Online Library).
- In the event that the journal is no longer published, all previously published content will remain freely accessible through the institutional digital archive of the National Museum of the Union and through the partner repositories listed above.

14. Revenue Sources

The journal *Apulum. Series Archaeologica et Anthropologica* and *Series Historia & Patrimonium* is fully funded through **institutional support** provided by the National Museum of the Union, Alba Iulia, with budgetary allocations from the Alba County Council. The journal does not generate revenue from author fees, subscriptions, advertising, or reprints.

Editorial decisions are taken solely on the basis of scholarly merit and are in no way influenced by funding sources, institutional considerations, or any other commercial or financial factors.

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well-targeted, and unobtrusive manner. All information communicated about the journal and its publisher is truthful, accurate, and not misleading for readers or authors.