CODE OF ETHICS AND GOOD EDITORIAL PRACTICES

I. General Aspects

This document establishes the ethical principles and best practices to which REM - Revista Chilena de Educación Musical adheres, and which will refer to all parties involved in the process of creation, evaluation, editing and publication of work. It takes as a reference the document Best Practice Guidelines for Journal Editors, prepared by the Committee on Publication Ethics (COPE), and the document "Guía de Buenas Prácticas para el Fortalecimiento de Ethics in Scientific Publication", published as a guide text for the care and ethical principles of academic publications by SciELO. Both documents can be consulted at the following links:

https://publicationethics.org/files/Code_of_conduct_for_journal_editors.pdf
https://wp.scielo.org/wp-content/uploads/Guia-de-Buenas-Practicas-para-el-Fortalecimiento-de-la-Etica-en-la-Publicacion-Cientifica.pdf

II. About the Responsibilities of each party

2.1 Responsibilities of the Editor-in-Chief

Implementation of the Editorial Policy
The Editor-in-Chief should establish and implement a clear and transparent editorial policy for the journal.
Oversee the editorial process and maintain relationships with authors, reviewers and readers.

Transparency and Quality Control
Ensure transparency at all stages of the publication process.
Ensure the quality of published content.

2.2 Author Responsibilities

Authorship and Responsibility
Authors must review and accept responsibility for the content of their manuscripts.

Record each author's contribution at the end of the manuscript, including conflicts of interest.

Data Verification and Research Ethics
Authors should provide background information, such as ethics committee opinions and authorizations.

In case of doubts about authorship or inappropriate conduct, contact the authors and, if necessary, the institutions involved.
Ensure that the work is relevant to the field and audience.

Confidentiality and Conflict of Interest
Maintain confidentiality of the peer review process.
Explicitly declare any conflict of interest.

Originality and Plagiarism
Submit only original and properly cited work.
Avoid plagiarism and respect copyrights.

Transparency
Provide complete, accurate and transparent information on methodology, data and results.
Clearly declare any conflict of interest.

Relevance
Ensure that the submitted work is relevant to the field and audience of the journal.

Compliance with Standards
Follow the format and style guidelines provided by the journal.
Comply with research and experimental ethics policies.

2.3 Responsibilities of Reviewers

Impartiality
Evaluate manuscripts objectively, without prejudice or bias of any kind.
Provide constructive and specific comments.

Confidentiality
Maintain the confidentiality of judgments and opinions derived from the evaluation of the work, as well as any other aspect present or derived from the review process.
Refrain from using privileged information for personal and/or institutional benefit.

Time and Commitment
To carry out the revisions within the stipulated time and/or agreed with the journal.
Contribute assertively to the process of improving manuscripts.

2.4 Responsibilities of the Editors

Quality and Rigor
Select manuscripts based on principles of quality, relevance and originality.
To guarantee a fair, rigorous peer review that fully adheres to the evaluation criteria.

Transparency and Communication
Communicate editorial decisions clearly and promptly to authors and reviewers.
Publish corrections and retractions when necessary.

Editorial Independence
Avoid conflicts of interest and external pressures at any stage of the evaluation and/or publication process.
Maintain the integrity of the journal.

4.5 Responsibilities of the Editorials

Support Integrity
Provide resources to ensure quality and ethics in publishing.
Promote transparency and accessibility.

Social Responsibility
Contribute to the advancement of knowledge and society.
Promote diversity and inclusion at all appropriate levels.