**Peer Review and Publication Policy**: To maintain a high-quality publication, all submissions undergo a rigorous review process. Characteristics of the peer review process of EPA Journals are as follows:

* Simultaneous submissions of the same manuscript to different journals will not be accepted.
* Manuscripts with contents outside the scope of our journals will not be considered for review.
* Papers/articles will be refereed by at least 2 experts. In addition, Editors will have the option of seeking additional reviews (If required).
* Authors will be informed when Editors decide further review is required.
* All publication decisions are made by the journals’ Editors-in-Chief on the basis of the referees’ reports.
* Authors of papers that are not accepted are notified promptly.
* All submitted manuscripts are treated as confidential documents. We expect our Board of Reviewing Editors and reviewers to treat manuscripts as confidential material as well.

The process of peer review is to ensure good quality of published material. Our referral board therefore plays a vital role in maintaining the high standards of *publication* and all manuscripts are peer reviewed following the procedure outlined below.

## Initial Evaluation of Manuscript: The Editor first evaluates all manuscripts. It is rare, but it is entirely feasible for an exceptional manuscript to be accepted at this stage. Those rejected at this stage are insufficiently original, have serious flaws, have poor grammar or English language, or are outside the aims and scope of the journal. Those that meet the minimum criteria are passed on to at least 2 experts for review.

Authors of manuscripts rejected at this stage will normally be informed within 2 weeks of receipt.

## Type of Peer Review: This journal employs double blind reviewing, where both the referee and author remain anonymous throughout the process.

## Selection of the Paper/Article by the Board/Experts: Referees are assigned the paper according to their expertise. Our database is constantly being updated. Our Journals have a policy of using double blind refereeing. We welcome suggestions for referees/experts from the author though these recommendations may or may not be used.

## Referee reports: Referees/Experts are asked to evaluate whether the manuscript:

- Is original

- Is methodologically sound

- Follows appropriate ethical guidelines of the journal

- Results are clearly presented

- Related references are mentioned

## Final report: A final decision to accept or reject the manuscript will be sent to the author along with any recommendations made by the referees.

## Chief Editor’s Decision is final: Referees advise the editor, who is responsible for the final decision to accept or reject the article.