

FEDERAL FORESTRY AGENCY
Federal budget institution
**RUSSIAN RESEARCH INSTITUTE FOR SILVICULTURE AND MECHANIZATION OF
FORESTRY**

APPROVED
by Scientific board decision
Protocol №7 of July 21 2015.

**REGULATIONS ON “FORESTRY INFORMATION”
SCIENTIFIC ONLINE JOURNAL**

PUSHKINO

2015

1. GENERAL REGULATIONS

1.1. "Forestry information" scientific online journal (hereinafter referred as the Journal) is a periodical network research publication established by VNIILM. The Journal is published under the media laws, the present regulations and other legal regulatory documents.

1.2. The Journal was founded in 1968. Until 2009 it had been printed and after 2009 it is available online (a periodical network research publication).

1.3. The Journal was registered by the Federal supervisory Service in information technologies and mass communications has a ISSN registration is listed in the Russian science citation index, is freely accessible in www.elibrary.ru. The journal is listed in the RAS VINITI abstract journal and data bases. Annually the journal data is published in "Ulrich's Periodicals directory".

Each journal issue should cover the following data: the Journal title, the Journal editorial board, issue number and date (printing deadline), ISSN index; editorial board address, other data according to the valid publishing standards and technical specifications.

1.4. The Journal is available on site lhi.vniilm.ru 4 times a year as well as on site (www.elibrary.ru).

1.5. Key Journal goal – publication of research findings and pilot developments of researchers, doctoral candidates, postgraduates, applicants for candidate or doctor of sciences degree in agriculture, economy and biology of theoretical and practical applications in a corresponding scientific area, as well as publication of information on international cooperation challenges and forest management experience overseas.

1.6. Russian is the key Journal language. Exclusively materials may be published in English provided a comprehensive resume in Russian.

1.7. The Journal accepts for review only papers earlier unpublished without research and technical information that belongs to state, business or commercial secrets. The person who provided corresponding information takes responsibility for non-disclosure that it pertains to state, business or commercial secrets.

1.8. The Journal may publish round table and workshop proceedings, reviews of urgent forestry agenda, as well as research papers, reviews of publications of controversial pattern and reflecting just only author opinion (published without review in "opinion" column).

1.10. Affiliation and extent of intellectual property for papers published in the Journal is set by the valid Russian Federation laws. VNIILM has exclusive rights for editorial publishing arrangements, the Journal publication as well as presentation of the Journal issues in Russian and foreign research data bases and e-libraries.

1.11. Leading Russian and foreign scientists as well as VNIILM officers have a priority publication right.

2. EDITORIAL BOARD OF THE JOURNAL

2.1. Editorial board (EB) is the Journal management unit. EB members represent expertise areas covered by the Journal and should have doctor or candidate of sciences degrees in appropriate science area. Leading researchers of VNIILM, other Russian institutions and other states shape the Journal EB. EB members are listed on one of the Journal title pages.

2.2. Editor in chief leads the EB and is appointed by VNIILM director order. Editor in chief has a deputy.

2.3. EB members are approved by the Journal editor in chief. The Journal EB comprise editor in chief, his deputy, executive editor and EB members.

2.4. EB meetings happen if needed. Participation in these meetings may be by correspondence (videoconference or e-mail presentation of proposals and comments).

2.5. The EB provides scientific and organizational management of the Journal issues promotes quality shaping of the editorial portfolio, makes decisions on acceptance or rejection of materials presented for publication and shares editor in chief responsibility for the Journal scientific level and its information load.

2.6. Authors send their manuscripts shaped under the fixed requirements stated on the Journal site (lhi.vniilm.ru) to the editor in chief or executive editor.

2.7. The manuscripts may be rejected by the Journal executive editor without consideration if they don't comply to the Journal agenda and don't follow the manuscript arrangement rules. If an improperly shaped paper is accepted by the executive editor the Journal EB is responsible to bring the material in accordance to the shaping rules.

2.8. Accepted manuscripts are forwarded for reviews. Reviewers give a comprehensive reasonable conclusion on use of the material publication in the Journal.

2.9. Final decision on paper publication is made at EB meeting by open voting based on vote majority. The Journal editor in chief or his deputy conducts meetings.

✓ The Journal editor in chief:

✓ identifies key areas and shapes the Journal development strategy;

✓ calls and chairs editorial board meetings;

✓ generally manages the editorial board and coordinates the whole range of the Journal each issue publication operations;

✓ forwards papers for reviews involving experts in appropriate areas working at VNIILM and other organizations;

✓ promotes involvement of leading researchers and high quality specialists in the Journal and EB activities, ensures publications of known scientists, workshop and round table proceedings and other materials;

✓ signs the Journal edited issue for publication;

✓ takes responsibility for the Journal content, its scientific level, for compliance of publication subjects set by the EB, performance of the present regulation requirements for the Journal activity and the RF laws in effect;

✓ makes proposals related to translation of the Journal required texts into a foreign language, takes responsibility for performance of all legal regulations on copyrights and rights related to author copyrights and the Journal EB member rights;

✓ in case of disagreement between an author and a reviewer or the Journal EB members editor in chief makes a final decision on use of material publication in the Journal;

✓ may delegate part of his authorities to his deputy or the Journal executive editor.

2.10. The Journal deputy editor in chief:

✓ takes part in EB meetings;

✓ substitutes editor in chief if he is sick, on a business trip or in other force major cases;

✓ takes part in an issue shaping assigning papers to appropriate headings.

2.11. Executive editor:

✓ coordinates EB activities providing EB contact with the publishing department;

✓ ensures compliance of the manuscript shaping requirements under the guidelines on paper forwarding and publication;

✓ registers the forwarded for Journal publication materials;

✓ controls paper review deadlines;

✓ handles other editor in chief assignments.

2.12. The Journal EB members:

✓ take part in the Journal EB meetings, development of operational perspective plans and each issue content discussion, make proposals to improve the Journal and raise performance efficiency;

✓ on editor in chief assignments participate in scientific editing and paper reviewing;

✓ based on reviewer conclusion make decisions on publication of papers in the Journal at EB meetings;

✓ at EB meetings define the Journal periodicity and if needed change it.

2.14. All papers manuscripts submitted to the Journal editor office shaped under the guidelines are forwarded to an expert (doctor or candidate of sciences) in a paper covered area for review. Detailed information on reviewing and review requirements are available on the Journal website (lhi.vniilm.ru)

2.15. VNIILM is the Journal publisher-founder.

2.16. The Journal publisher arranges publication process, the Journal distribution on official website, e-library site in various data bases and information systems and material technical provisions for the Journal functioning.