

## Operational Guidelines of Research Ethics Committee on Spatial Information Research

Established February 15, 2020.

### Article 1 (Name)

These guidelines shall be called "Operational Guidelines of Research Ethics Committee on Spatial Information Research (herein after called the Committee).

### Article 2 (Objective)

The journal is a member of the Committee on Publication Ethics (COPE) and subscribes to its principles on how to deal with acts of misconduct thereby committing to investigate allegations of misconduct in order to ensure the integrity of research. Terms related to research, publication, and reviewer ethics will be defined by the COPE, along with procedures for ethics violations. The objective of these guidelines is to define and regulate the role and responsibilities of researchers and reviewers in order to prevent any misconduct or irregularity in the submission, review, evaluation and publication of manuscripts for the Journal.

### Article 3 (Composition)

The Editor-in-Chief will chair the Committee composed of selected associate editors, editors, and an administrator. The total regular members of the Committee will be seven to ten, including the chairman. Special members can also be appointed from the Editorial Board, if necessary.

### Article 4 (Responsibilities of members)

- ① The chairman will oversee the overall operations as the head of the Committee.
- ② The administrator will assist the chairman and preside in absence of the chairman. The administrator is also responsible for completing and storing meeting minutes.

### Article 5 (Scope of the Committee)

The Committee shall govern the following:

- ① The Committee shall decide on the penalty for any manuscript or its authors that have violated research ethics or publication ethics after reviewing all of the evidence submitted by the Editorial Board of independently.
- ② The Committee will decide whether the accused will be given a chance to defend themselves.

- ③ Their decisions should be reported to the Editorial Board with details on how the allegation was made, the nature of the violation, the names of committee members involved, decision making procedures, related evidence, and final decisions.

#### Article 6 (Resolution)

- ① The committee meeting will be held if at least half of members are available. Resolutions shall pass by a majority vote of members. In the case of a tied vote, the chairman has the power to pass resolutions.
- ② Any revision of these guidelines shall require a two-thirds vote of members.