

Privacy Policy & Cookies

The **Privacy Policy & Cookies** is intended to inform you, in a transparent manner, about the data we collect, the purpose for collecting it, the way we use it and the rights you have regarding the processing of such data.

This website (hereafter referred to as “journal “, ‘we’, ‘us’ and ‘our’) is dedicated to ensuring that your privacy is protected in accordance with the General Data Protection Regulation (GDPR). This privacy policy tells you what to expect when we collect information from you via this website.

What personal data do we process? In the context of processing of personal data, the Journal collects and processes the following data:

- For authors: name, surname, institutional address, email address, IDs;
- For reviewers: name, surname, institutional address, email address, IDs;
- For users: email address when subscribing to notifications.

The purposes of our data processing. We are processing data for the following purposes:- The publication of the articles;-The creation of a database for its authors, reviewers and website users;- The implementation of the article review process;- The production of statistics; - The transmission of data to online webpages;- The transmission of the metadata to libraries.

What data do we collect?

Cookies: Some of our web pages use cookies. Cookies do not harm your computer and do not contain any viruses. Cookies help make our website more user-friendly, efficient, and secure. Cookies are small text files that are stored on your computer and saved by your browser.

When you use our journal websites, we send your computer a small file called a cookie, which we can access when you visit this site in future. To analyse our cookie data, we use a third party service provided by Google called Google Analytics. We collect this information to help this site run smoothly and to analyse trends in the way our users interact with the site. We will never process your cookie data in a way that identifies you as an individual.

If you use third party social media services such as Twitter and Facebook via this site, those services may also place cookies on your computer when you use this site. Third party cookies are not covered by this policy, and we encourage users to read the cookie policies of these sites.

You can change your cookie preferences for this site at any time by adjusting your browser settings, browsing in ‘private mode’ or using browser add-ons. You can find out how to do this by visiting the relevant support page for your browser, or by using the help function on your browser:

Google Chrome <https://support.google.com/chrome/answer/95647?hl=en-GB>

Microsoft Internet Explorer <https://support.microsoft.com/en-us/help/17442/windows-internet-explorer-delete-manage-cookies>

Mozilla Firefox <https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences>

Opera Browser <https://help.opera.com/en/latest/>

Apple Safari <https://support.apple.com/guide/safari/manage-cookies-and-website-data-sfri11471/mac>

Most of the cookies we use are so-called "session cookies." They are automatically deleted after your visit. Other cookies remain in your device's memory until you delete them. These cookies make it possible to recognize your browser when you next visit the site. You can configure your browser to inform you about the use of cookies so that you can decide on a case-by-case basis whether to accept or reject a cookie. Alternatively, your browser can be configured to automatically accept cookies under certain conditions or to always reject them, or to automatically delete cookies when closing your browser. Disabling cookies may limit the functionality of this website.

Cookies which are necessary to allow electronic communications or to provide certain functions you wish to use are stored pursuant to the General Data Protection Regulation (GDPR)

Data you supply via online forms. You may choose to submit your personal information to us by filling in an online form within or via this website. Examples of when we may collect personal information from you in this way include: -when you submit your article to our journals; - when you sign up. Whenever you provide your personal information to us via an online

form, we will ensure that the form contains a clear statement, outlining exactly how we will use your data, and how long we will retain your data for.

Contact form. Should you send us questions via the contact form, we will collect the data entered on the form, including the contact details you provide, to answer your question and any follow-up questions. We do not share this information without your permission.

Is your data protected? We take pride in respecting the privacy of our users. We maintain a strict privacy policy and take all appropriate measures to ensure that our servers prevent, to the extent possible, any unauthorized leak, destruction, loss, disclosure, use, access or modification of your data.

How is my information stored? The information you provide to us via this website is stored on our's systems on a secure remote server. This Journal has implemented stringent security policies and technical measures to protect your information from unauthorised use, or accidental loss. Any personal information held by This JOURNAL is stored securely, and is only accessible by authorised personnel. Individuals' data is only stored for as long as it is required, and will be securely disposed of appropriately when it is no longer needed.

How long are we keeping your data? The periods for which we keep your personal data are proportionate to the purposes for which your data were collected. Our data storage policy is organized as follows:-For data concerning authors: as long as the article is published;- For data concerning reviewers: as long as necessary: due to potential scientific fraud cases, the data might be saved for 25 years after the publication or rejection of a paper.

Disclosure. We may disclose your data to the below third parties in order to deliver a service that you have requested. We use various scripts to manage your article submission data and/or to manage data on your email activity and preferences. This website is hosted in a VPS TIER3 datacenter and some of your data may be stored securely on their servers. We do not disclose your personal data to other organisations other than as necessary for the purposes for which you have supplied your information or to comply with our legal obligations.

Changes to this privacy policy. If we make any changes this privacy policy, we will make the updated version available via this website. We will not make changes to the way that we use your personal data without first obtaining your consent to do so.

What to do in the event of a dispute? Lengthy trials do not benefit anyone. In the event of a dispute between us, we commit to give priority to dialogue and openness in search of an amicable solution.

The legal bases of our data processing. We implement data processing only if at least one of the following conditions is met:- your consent to the processing operations has been obtained;- the existence of our legitimate interest, or that of a third party, which justifies that we implement this processing of personal data;- the execution of a contract binding us to you requires that we implement this processing of personal data;- we are subject to statutory and regulatory obligations which require this processing of personal data.

The legitimate interests pursued. The legitimate interests pursued by the Journal may consist in particular of:- Publication and dissemination of articles;- Peer-review of papers.

Links to third party websites. This website may contain links to other websites. Any third party websites are not covered by this privacy policy, and we encourage our users to refer to the privacy policies on these websites.

Your rights. You have the right to access any personal information that This Journal holds about you. If we do hold information about you we will, upon your request: • give you a description of the information we hold about you; • tell you why we are holding this information; • tell you who this information could be disclosed to; • allow you to have a copy of the information in an intelligible form. If you would like access your personal information, please contact us by email or using our contact form.

What is our policy on data concerning minors? Our website is not targeted to children under the age of 18.