

**The procedure of review of manuscripts received by the editorial board of the
«Обозреватель–Observer»**

1. The author of the article provides an excerpt from the decision of the department (scientific division), where the article was written, containing the recommendation for its publication in the journal. Statement is to be signed by the head of the department (the head of the scientific department) or his deputy, shall be certified by the signature of the corresponding division.

2. Author of the article is to provide a review made out and certified by the expert – the doctor of sciences, containing recommendation for the publication of the article in the journal.

3. The article provide by the author is reviewed by an expert doctor of sciences or a PhD, a renowned expert in this field. Expertise is confidential, the review is available to the author at his written request and on an appropriated request to the HAS without signature and the name, position, place of work the reviewer.

4. The final decision on acceptance of the author's article and its publishing in one of the issues is made at a meeting of the editorial board.

5. The editorial board will inform the author about the final decision upon a request. The author whose article was not accepted receives (upon request) a reasoned refusal from the editorial board by *e-mail*.

6. Reviews of submitted articles are stored in the editorial office at least 5 years.