

**RULES\***

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**For reviewing manuscripts  
submitted for publication  
in the Russian Justice journal**

Moscow

APPROVED BY  
Rector of FSBEHE “RSUJ”

V.V. Kulakov  
\_\_\_\_\_ 2021

## **I. General provisions**

The peer-reviewed scientific journal “Russian Justice” contains scientific articles, scientific reviews (hereinafter – articles), corresponding to scientific specialties of legal science, in which scientific degrees of Candidate and Doctor of Sciences are awarded. The Editorial Board of the journal shall organize reviewing of all materials coming to the publication that correspond to the declared subject matter for the purpose of their expert evaluation. The decision to publish an article is not made by the editorial board on the basis of a review submitted by the authors themselves.

The purpose of the institute of scientific reviewing of materials received by the journal editorial board is their expert assessment and recognition by scientific and teaching staff of the importance of scientific (scientific and practical) results of research conducted by the authors, compliance of the content and level of topic disclosure with the title of the article, the degree of novelty of the author’s research, introduction of current modern works on the profile issue into scientific turnover.

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\* The Rules for Reviewing Articles Submitted for Publication in the Russian Justice Journal replace the Procedure for Reviewing Manuscripts in the Editorial Board of the Russian Justice Journal, approved by the Rector of the Russian State University of Justice on 1 December 2014.

All reviewers are qualified specialists in the field of the reviewed materials and have publications on the subject of the reviewed article within the last three years.

## **II. Review procedure**

In order to achieve the above objectives, the following review rules have been developed.

2.1. All articles received by the editorial board for publication must be registered in a special journal on the day they are received.

2.2. After registration, each received article shall be sent with a memo to the First Vice-Rector or Vice-Rector for Science of the University on the same day (with the exception of the two-month leave of absence period for the University faculty members).

The memo should indicate the title of the manuscript, its author, the time of receipt by the editorial office, and the relevant department drafting the review. The deadline for reviewing is 20 days. The Editor-in-Chief controls the compliance with the deadline.

2.3. The article shall be submitted to the relevant department or to the Research Centre of the University of Justice. The head of the relevant department (or research area) assigns the reviewing to an employee of the department (with a scientific degree) who specialises in a subject similar or close to the one developed by the author of the manuscript and who has published on this subject within the last three years.

The review is considered at the meeting of the department. Any academic or teaching staff member of the department may express an opinion on the issues researched in the article and discussed at the meeting.

The review of the article is drawn up as an excerpt from the minutes of the scientific department meeting and is sent to the editorial board of the journal with the review signed by the reviewer.

2.4. The authors of the articles submitted to the editorial board are sent copies of the review or a reasoned rejection by e-mail.

2.5. The receipt of the review by the editorial board is registered with the marking “positive review”, “negative review” or “the article is subject to revision”. The deadline for revision of the manuscript is not set by the Editorial Board. Articles that received a positive review are transferred to the folder “Working Materials”; the next issues of the journal are formed from them, taking into account the time of receipt of the article and the date of the author’s defence of the thesis.

2.6. The author of the article is not informed of the name, title and academic rank of the reviewer.

2.7. All reviews received by the editorial board are kept in the journal’s editorial archive for five years.

2.8. Reviews are submitted by the editorial board to the Ministry of Science and Higher Education of the Russian Federation upon request.

2.9. All activities related to peer review are carried out in accordance with the established principles of publication activity.

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