



JOURNAL OF CIRCULAR ECONOMY – ETHICAL STATEMENT

Our vision at the Journal of Circular Economy is to be the catalyst for a sustainable future where Circular Economy principles are universally adopted, creating a world without waste. It is therefore our top priority to ensure that best practices are followed in our publication processes. We strongly believe that empowering scholars, policymakers and industry leaders through collaborative knowledge-sharing is achievable by complying with recognised standards for best practices in academic publishing.

Every actor (JoCE as organisation, Editors, Reviewers and Authors) involved in publication processes at the Journal of Circular Economy should remain professional, treat others with respect and avoid discrimination, harassment and bullying.

JOURNAL OF CIRCULAR ECONOMY – ORGANIZATION

Independence From Commercial Bias

The Journal of Circular Economy does not allow any advertising on its website or other platforms. We hereby declare that any potential for commercialisation of our, or Authors', work has no ramifications on editorial decisions.

Policies for Editorial Members

All employees and volunteers of the Journal of Circular Economy are required to declare any interests which could have a negative impact on their editorial judgement. Such interests must be reported to the General Administrative Manager for assessment as soon as possible so that appropriate actions may be taken in the interest of ensuring fair, ethical and scientifically accurate publishing.

Editorial board members and staff must refrain from:

- a. Using any information gained throughout the publishing process for personal gain.
- b. Sharing any submitted papers before the publication process is finalised by publishing without the consent of the author.
- c. Breaching the confidentiality of Authors and Peer Reviewers.
- d. Requiring or suggesting using references from the JoCE with the purpose to artificially increase journal's performance.
- e. Uploading manuscripts to unauthorized platforms, which use AI models, at any time during the publication process.

All actors at JoCE must stay uninvolved in or recuse themselves from any matter during the publication process regarding papers which:

- a. They have written or knowingly contributed to in any way.
- b. Have been written by family members.
- c. Have been written by colleagues.
- d. Relate to any competing or conflicting personal interest of the actor.

When Editor Becomes Author

Should any editor from our editorial board or office decide to publish with the JoCE, it is required that such conflicting interest is declared upon submission. This way, the journal can take appropriate action to ensure independence of the editor-author throughout all editorial processes. In case of publication, editor-authors are required to declare affiliation with the JoCE in full detail (either as employment or volunteer relationship).

Licensing

The Journal of Circular Economy applies the [Creative Commons Attribution \(CC BY\)](#) licence to works we publish. Under this licence, authors agree to make articles legally available for reuse, without permission or fees, for virtually any purpose. Anyone may copy, distribute, or reuse these articles, if the author and original source are properly cited.

Transparency

We design and communicate our publishing processes in a transparent manner, so that editors, authors, peer reviewers and readers can gain a clear understanding of what collaboration with the Journal of Circular Economy entails. We are committed to ensuring that all the decisions made by editors, authors and peer reviewers are fully informed.

Independent Metrics

We are committed to ensuring that our metrics are independent, showcasing only the real impact of our work. It should never be required from authors to use references from our journal, nor editor's own work, with the intention to artificially increase journal's or editor's performance.

EDITORS

Publication decision making

All contributions are initially assessed by a handling editor. We operate under an Initial Editor Direct Decision (IEDD) model. The handling editor will provide an initial decision regarding the paper, indicating if the paper is, in principle, of acceptable quality (pending revisions) for publication or not.

The handling editor then validates their decision by considering feedback from fellow scholars from double-blind peer-review(s). It is the handling editor's responsibility to assess the quality of received reviews and ensure that they are free from any potential bias and or academic malpractice such as excessive self-citation.

When bias or academic malpractice is suspected, the handling editor may take appropriate action to validate their suspicions, before making a final publication decision.

The handling editors shall exclude race, gender, sexual orientation, religious belief, ethnic origin, citizenship or political philosophy of the authors from their decision-making processes and shall evaluate the manuscript based solely on its academic qualities such as topic novelty, methodology, literature coverage, analysis and academic writing. Handling editors are further required to disclose to the editorial office any conflicts of interest before accepting to handle any submission.

Peer Review

The editorial office is responsible for handling peer reviews. It is their responsibility to ensure that the whole review process is double-blind and timely. Research articles and Reviews are reviewed by minimum two external reviewers, while Perspectives are reviewed by minimum one external reviewer. The handling editors are encouraged to request more reviews if deemed necessary.

Reviewers are selected based on suitability of their expertise in the field relevant to the submission in question. We are committed to ensuring that the reviewer selection is represented in an inclusive and diverse manner.

The editorial office must refrain from reaching out to reviewers who present a potential for conflict of interests (e.g. working at the same university, project or research unit as the author of submission in question).

Confidentiality

All materials submitted to the Journal of Circular Economy and communications with both authors and reviewers are subject to confidentiality. Any materials submitted to the Journal of Circular Economy must not be used for personal advantage nor in the editor's own research unless the author of said materials gave an informed consent in a written form. Authors are free to withdraw their consent at any time, which our editors must respect.

Usage of Generative AI in the Editorial Processes

Any material submitted to the Journal of Circular Economy is treated as confidential and must be protected from any potential breach by editors. Therefore any material submitted to the JoCE must not be uploaded on to platforms or digital tools that use generative or other AI models by editors and reviewers.

We consider AI a rapidly developing concept, therefore we are committed to re-visiting our policies regarding the use of AI, as deemed necessary.

Examples of AI tools: ChatGPT, DALL-E, Rytr, Jasper AI, Perplexity, Novel AI

Declaration of Competing Interests

Should there be any editorial conflict or competing interest, the journal needs to be informed of such an event as soon as possible, ideally before we initiate the publication process. Any submission that has potential for editorial conflict is subject to usual procedures without exceptions. Editorial conflict is transparently disclosed and communicated.

Editor's Due Diligence After Publishing

If the Journal of Circular Economy is presented with convincing evidence of academic malpractice in papers published in our journal, we retract such publication and follow up with swift action for correction to the record. Specific record correcting action is chosen on a case-by-case basis.

REVIEWERS

Contribution to the Body of Knowledge

We expect the academic society to keep up reciprocal relationships and contribute to building the body of knowledge by providing high-quality reviews, which the handling editor uses in making editorial decisions. We are keen on helping researchers improve their research papers, therefore insightful peer reviews are essential to the scientific community. The JoCE pays a symbolic honorarium to its reviewers for their work.

We allow peer reviewers to freely express their perspectives on received manuscripts, however, we encourage them to provide feedback of such length and depth, which they would like to receive on their own work. Reviews may be deemed insufficient by the handling editor, potentially requiring new peer reviewers to be involved.

If a potential reviewer does not consider themselves qualified enough to review the submitted manuscript or is limited by time constraints, they should decline the invitation to participate in the review process. In case the provided review is considered insufficient (lacking depth and meaningful insight), editors shall refrain from reaching out to the author of such review in the future as we consider providing insufficient feedback on a fellow's work after committing to it, scholarly malpractice. If a reviewer wishes to withdraw, they are free to do so at any moment of the review process and the editors must respect their decision without further inquiry or punishment.

Confidentiality

All materials provided by the Journal of Circular Economy for the purpose of peer review are confidential and should be used exclusively for this purpose. Enclosed manuscripts or any parts of it are not to be shared with third parties, discussed with colleagues nor used for personal advantage. In case the reviewer needs to

share with a third party or discuss the manuscript provided for peer review for a particular reason, it is only allowed on a case-by-case basis after approval by the editor, who can ensure the safety of such action.

Usage of AI in Peer Review Process

Any material shared for peer review by the Journal of Circular Economy must be treated as confidential and thus protected from any potential confidentiality breach by the reviewer. Therefore any manuscript or parts of it should not be uploaded into platforms or digital tools that use generative or other AI models in order to provide peer review.

Even though we consider AI a rapidly developing concept, we see peer review as a process, which can only be done by skills and competencies attributed only by humans. However, we are committed to re-visiting our policies regarding the use of AI, as deemed necessary.

Examples of AI tools: ChatGPT, DALL-E, Rytr, Jasper AI, Perplexity, Novel AI

Reviewer's Due Diligence

Should a reviewer uncover potential ethical or academic issues in the reviewed manuscript, they must highlight and emphasize them in their review report. Reviewers shall support their claims of potential ethical or academic issues with relevant argumentation, including references to original sources in case of overlapping ideas.

Objectivity, Constructive Critique and Competing Interest

Manuscripts provided for peer review should always be assessed objectively. Reviewers should avoid any bias, favoritism, prejudice or personal criticism of the author. Arguments shall be provided in a clear and supportive manner. Reviewers shall refrain from blame, and instead criticize to strengthen the author's manuscript.

If a reviewer has any conflicts of interest they should inform the editor and decline to provide a review. If such conflict arises during reviewing, a reviewer must inform the editor as soon as possible and withdraw their review.

Reviewers shall suggest authors of the manuscript to cite their own work only if the reason is grounded in genuine scientific interest. Self promotion in order to gain personal advantage is considered unethical and will bar the reviewer from working with JoCE.

AUTHORS

Reporting Standards

We encourage authors to present unique and original research. Submitted manuscripts are evaluated based on their methodological rigour, and novelty among other metrics. Authors should make sure that their paper involves accurately represented data, attention to detail, correct and honest referencing as well as robust research design. We invite authors to refrain from using unsubstantiated statements or fallacious argumentation as we consider such action unethical. We require that Research Papers and Reviews sustain objectivity, while Perspectives may be coloured by subjective opinion of the author.

Data Access and Retention

We encourage authors to publish any original data that the submitted article is based on alongside the article, although it is not a requirement. We consider allowing access to research data a good academic practice, authors must therefore be prepared to provide their data at any time during or after publication.

Originality and Transparency of Sources

Any manuscript submitted to the Journal of Circular Economy is expected to present unique and original research. It is the authors' responsibility to ensure that their work complies with our originality requirement. Authors shall use referencing and transparently acknowledge the work of others. Authors are not allowed to

use licensed content without permission of the owner. Such permission must be declared in the submitted manuscript. Plagiarism in all forms is considered unethical and academic malpractice.

Journal of Circular Economy invites authors to comply with [Social Research Guidelines](#) developed by the Social Research Association.

Primary Publishing

Authors must not submit and/or publish their manuscripts in more than one journal at a time. Authors shall not submit manuscripts to the JoCE that were previously published.

JoCE offers an Editor Direct Decision (EDD) track. If a paper has received a Revise and Resubmit decision at another journal and at least one of the reviewers has deemed the revision as acceptable, but others have not and the article was eventually rejected, an editor of the Journal of Circular Economy will make an immediate publication decision within ten working days of submission. The paper will not undergo any additional peer-review. When submitting in the EDD track, we expect to receive the author's manuscript and comments by peer-reviewers. Papers submitted under EDD may be rejected and the authors asked to revise whereafter regular submission procedures may apply.

Confidentiality

If authors were entrusted with confidential information at any time during their research or publishing process, they are not allowed to share this information without the explicit permission of their source.

Authorship of the paper

Authorship should be attributed to those whose contribution had a significant impact on the conception, design, execution or interpretation of the submitted manuscript. All other contributors should be accounted as co-authors. Others who contributed with editorial or cross-disciplinary insight should be recognised in the acknowledgements.

The corresponding author bears responsibility for acknowledging all contributors in an appropriate manner based on the level of their contribution. In addition, it is the responsibility of the corresponding author to ensure that all contributors reviewed and approved the final version of the paper and have agreed unanimously to submit the manuscript for publication in the Journal of Circular Economy. Despite distinction based on the level of contribution, we expect all authors to take collective responsibility for manuscripts submitted to the JoCE.

Authors may only submit after any disputes of authorship and contribution are resolved within the research team. Should there be a need for rearrangement of the authors after submission, authors must immediately notify the editor, who will consider such change on a case-by-case basis. However, the Journal of Circular Economy refrains from such changes once the manuscript is submitted and only allows them under exceptional circumstances.

Use of AI

AI tools cannot be listed as an author of the paper and do not meet the requirements for authorship as only humans can take responsibility for the submitted work.

Authors who decide to use AI tools in the development of their manuscript (writing, production of images, graphical elements, data collection or data analysis) must transparently acknowledge the contribution of AI in their work. Such acknowledgement should be made in the Methodology section (or similar) where authors describe why, how, which tool and for what purpose was AI used. Authors bear responsibility for their manuscript involving the content produced by AI tools, and are accountable for any breach of research and publication ethics.

Publishing Schedule

The regular issue is published biannually, on the 31st of June and 31st of December respectively. Special issues do not follow a regular publishing schedule.

Complaints and Appeals

Complaints and appeals are evaluated on a case by case basis. The General Administrative Manager may assign another editor from the board to evaluate complaints and or appeals. Complaints and appeals can be directed to editor@circulareconomyjournal.org.

Allegations of Misconduct

Allegations of misconduct are evaluated on a case by case basis. Allegations of misconduct must be directed to editor@circulareconomyjournal.org.

Retractions and Corrections

It is important to ensure that all corrections are sent back to us in one communication. Please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility. Retractions and or corrections are evaluated on a case by case basis.

Roles and responsibilities

Editorial Board

The editorial board consists of experts in their respective fields. Every submission for a regular issue will get a handling editor assigned from the board.

Handling Editor

The handling editor, decides which submissions are accepted for peer review and publication. The handling editor approves peer-reviews before they are sent to the author to revise their article. The handling editor is not bound to follow the recommendations of the peer-reviewers. If a peer review is deemed insufficient by a handling editor they may request the editorial office solicit another reviewer.

Peer Reviewer

The editorial office finds peer reviewers anonymously. Neither the handling editor nor the authors are permitted to have any undue influence on the selection of peer reviewers or learn of their identity. Peer reviewers receive a small honorarium as a token of our gratitude.

Guest Editor

A guest editor is a handling editor who is not a part of the board. Any guest editor must be approved by a member of the board to serve as handling editor for a submission or special issue. They must be experts of their respective fields to the equivalent level of a board member.

Editorial Office

The editorial office facilitates the review process including assigning a handling editor, finding the peer reviewer(s) and formatting the final manuscript. The editorial office does not hold editorial powers.

General Administrative Manager

The General Administrative Manager oversees the editorial office and is responsible for coordinating the review process. The General Administrative Manager does not hold editorial powers.

Plagiarism and AI

Plagiarism is to be avoided at all costs. Plagiarism will lead to the all authors of the manuscript being barred from submitting future manuscripts to the journal. What is considered plagiarism is determined by the handling editor. To avoid any work being considered plagiarism, all authors must consistently cite their sources transparently.

All uses of AI must be transparently disclosed and cited. The use of AI is permitted when contributing to the manuscript in a unique way. The handling editor of a manuscript determines what is considered appropriate use of AI. Any undisclosed use of AI is considered equal to plagiarism and all authors of the paper will be barred from submitting future manuscripts to the journal.

The journal may employ plagiarism and AI detection software but does not disclose which tool is used.

Authors sanctioned due to the use of plagiarism or the use of AI may appeal their case according to the appeals rules.

Aims and Scope

The Journal of Circular Economy (JoCE) is an academic journal publishing articles within the field of *circular economy* (CE). JoCE accepts articles regardless of national origin, in English. JoCE is an interdisciplinary journal that aims to provide practical advice to businesses, policymakers, and civil society on accelerating the transition towards a more circular economy.

The concept of circular economy pertains to the efforts of limiting the use of virgin materials. This includes but is not limited to activities which reduce, reuse and recycle resources and is therefore a crucial tool to increase the sustainability of the economy, improve the quality of life of people, and reduce the environmental consequences of human related activities.

Specific subject areas include, but are not limited to:

- Circular business models, circular start-ups, circular business model experimentation
- Dynamic capabilities for a circular economy
- Circular supply chains, reverse logistics
- Circular economy policies and governance
- Barriers and enablers to the circular economy
- Sustainability transition theory and circular economy
- Social, environmental and economic impacts of circular economy
- Circular rebound
- Circular degrowth
- Circular economy terminology

Any disciplinary approach is welcome. Any methodological approach is welcome.

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Archiving

All papers published with JoCE will be archived in the Internet Archive and JoCE encourages authors to make their manuscripts available through other relevant platforms under the Creative Commons Attribution 4.0 International License.

Formatting Guide

- A thorough formatting guide will be made available for authors upon request and or acceptance of manuscript for publication. The Journal of Circular Economy follows ‘Your Paper, Your Way’. For general requirements please see [Circular Economy – Formatting information for authors](#).