



PAPER REVIEW PROCESS AND PUBLICATION ETHICS POLICY

This policy sets out the process by which papers submitted to the International Conference on Business Management 2027 (ICBM 2027) are reviewed, and the ethical standards that authors, reviewers, and editors are expected to uphold throughout submission, review, and publication. It has been developed with reference to the good-practice guidelines of the Committee on Publication Ethics (COPE) and the peer review standards followed by leading international business and management journals and conferences.

1. SCOPE

This policy applies to all abstracts, full papers, and extended abstracts submitted for presentation at ICBM 2027, including submissions to the Main Conference and the PhD Colloquium. It also applies to papers subsequently considered for post-conference publication, including the conference proceedings, any special journal issue, and the proposed edited volume.

2. PEER REVIEW PROCESS

ICBM 2027 employs a double-blind peer review process for all full-paper submissions to the Main Conference and PhD Colloquium tracks. Under double-blind review, the identities of authors are concealed from reviewers and the identities of reviewers are concealed from authors, in order to ensure that submissions are evaluated solely on their scholarly merit.

Stage	Description	Indicative Timeline
Submission deadline	Authors submit full papers through the conference submission system. An automated similarity check is run on all submissions on receipt.	By 30 November 2026
Reviewer assignment	Each paper is assigned to a minimum of two independent reviewers with relevant subject-matter expertise, screened for conflicts of interest. Submissions that are clearly out of scope are flagged to the Conference Co-Chairs at this stage rather than through a separate screening round.	1-3 December 2026



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Double-blind review	Reviewers evaluate the paper against the review criteria below and submit written comments and a recommendation to the Conference Co-Chairs.	4-21 December 2026
Review Outcome	The Conference Co-Chairs reach a decision of Accept, Accept with Minor Revisions, or Reject, based on reviewer recommendations. Given the timeline, a Major Revisions and re-review cycle is not offered; papers needing substantial rework are declined at this stage.	22-29 December 2026
Notification of decision	Authors are notified of the outcome and, if accepted, receive reviewer comments and formatting instructions for the camera-ready copy.	Before 30 December 2026
Camera-ready submission	Authors incorporate any minor revisions requested by reviewers and submit the final camera-ready copy.	Before 15 January 2027

Resolving conflicting reviews: where the two reviewers' recommendations diverge significantly (for example, one recommends acceptance and the other recommends rejection), a third independent reviewer is invited to assess the paper. The Conference Co-Chairs will then reach a final decision based on all three reviews. To keep the process within the published timeline, third reviews are commissioned as soon as a conflict is identified and are expected to be completed within the same Review Outcome window.

2.1 REVIEW CRITERIA

Reviewers assess each submission against the following criteria:

- Originality and contribution to knowledge in the relevant field or track.
- Relevance to the conference theme, “Intelligent Organisations: Integrating Innovation, Sustainability, and Resilience,” and to the specific track.
- Rigour of the conceptual framework, methodology, and analysis.
- Clarity of argument, structure, and academic writing.
- Appropriate engagement with, and citation of, relevant prior literature.



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2.2 REVIEWER RESPONSIBILITIES

All reviewers are expected to adhere to the COPE Ethical Guidelines for Peer Reviewers, and in particular to:

- Provide an objective, constructive, and well-substantiated evaluation of the manuscript.
- Declare any conflict of interest — financial, personal, or academic — and withdraw from reviewing where such a conflict exists.
- Maintain the confidentiality of the manuscript and refrain from using unpublished material or ideas from a paper under review for personal advantage.
- Complete reviews within the agreed timeframe and communicate promptly with the Conference Co-Chairs if unable to do so.
- Base recommendations solely on the scholarly merit of the work, without regard to the authors' nationality, institutional affiliation, gender, or other personal characteristics.

3. PUBLICATION ETHICS POLICY

ICBM 2027 is committed to upholding the highest standards of research and publication integrity, in line with the core practices set out by the Committee on Publication Ethics (COPE).

3.1 AUTHORSHIP

- All persons listed as authors should have made a significant intellectual contribution to the conception, design, execution, or interpretation of the reported work.
- The corresponding author is responsible for ensuring that all co-authors have approved the final submitted version and agree to its submission.
- Any change to the author list after submission (addition, removal, or reordering of authors) must be approved in writing by all authors and communicated to the Conference Co-Chairs.

3.2 PLAGIARISM AND ORIGINALITY

- All submissions are screened using similarity-detection software prior to review.
- Verbatim reproduction of another author's work, including one's own previously published work, without clear attribution and appropriate citation, is treated as a breach of this policy.
- Where plagiarism is identified before publication, the submission will be rejected. Where it is identified after publication, the paper will be subject to correction, retraction, or withdrawal from the conference proceedings, consistent with COPE guidance.



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3.3 DATA INTEGRITY

- Authors are expected to present an accurate account of the research conducted, including a factual account of the methodology used and an objective discussion of its significance.
- Fabrication or falsification of data, results, or findings constitutes a serious breach of research integrity and will result in rejection or retraction and may be reported to the authors' home institution.
- Authors should retain accurate records of the research supporting their paper and be prepared to provide access to such data, where reasonable, on editorial request.

3.4 CONFLICT OF INTEREST

- Authors, reviewers, and editors must disclose any financial, professional, or personal relationship that could be perceived to influence the research or its evaluation.
- Reviewers with a potential conflict of interest in relation to a submission (e.g., current or recent co-authors, close colleagues, or a supervisory relationship with any author) must recuse themselves from reviewing that submission.

3.5 REDUNDANT OR DUPLICATE SUBMISSION

- Submitting the same, or substantially the same, paper to more than one track of ICBM 2027, or to ICBM 2027 and another conference or journal simultaneously, is not permitted.
- Authors wishing to publish an extended version of a conference paper in a journal or the post-conference edited volume must disclose the prior conference presentation and ensure the journal's own policy on conference-paper republication is met, typically through the inclusion of substantial new data or analysis.

3.6 USE OF ARTIFICIAL INTELLIGENCE

- Authors must disclose any use of generative AI or AI-assisted tools (e.g., for drafting or editing text, generating or analysing data, literature searching, translation, or code generation) in the preparation of a submission. Disclosure should briefly state which tool was used and for what purpose, either in the manuscript's acknowledgements or methodology section.
- AI tools may not be listed as an author or co-author. Authors remain fully responsible and accountable for the accuracy, originality, and integrity of all content in the submission, including any text, data, or analysis produced with AI assistance.
- AI tools must not be used to fabricate or falsify data, generate fictitious citations or references, or misrepresent the novelty of the work.



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- Reviewers and editors may likewise use AI tools only in ways that preserve the confidentiality of the manuscript under review; uploading a submitted manuscript to a third-party AI tool is not permitted, as this risks disclosing unpublished work to external systems.
- Undisclosed or inappropriate use of AI, once identified, will be treated in the same manner as other breaches of this policy under Section 3.7 below.

3.7 HANDLING OF ETHICAL CONCERNS

Any concern regarding a potential breach of this policy — whether raised by a reviewer, an author, or a third party — will be handled as follows:

1. The concern is submitted in writing to the Conference Co-Chairs.
2. The Conference Co-Chairs, together with the Organising Committee, review the evidence and, where appropriate, request a response from the author(s) concerned.
3. A decision is reached based on the evidence available, which may include rejection of the submission, correction of the published record, retraction from the conference proceedings, or referral to the author's institution, in line with COPE's recommended processes.
4. Decisions are communicated in writing to all parties involved.

4. ENQUIRIES

Questions regarding the review process or this publication ethics policy may be directed to the ICBM 2027 co-chairs through the conference secretaries, Faculty of Management Studies and Commerce, University of Sri Jayewardenepura.

This policy is reviewed periodically by the ICBM Organising Committee and may be updated ahead of future conference cycles.



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