

The Editorial Charter of the electronic scientific periodical “East Asia: Facts and Analytics”

I. GENERAL PROVISIONS

1.1 This Editorial Charter determines:

- mutual rights and obligations of the Founders (co-Founders), the Editors Office, the Editor-in-Chief;
- powers of the staff members of the Editors Office;
- the procedure for appointment (election) of the Editor-in-Chief, the Editorial Board and the Editorial Council;
- the grounds and procedure for the termination and suspension of the activities of the Journal;
- transfer and (or) preservation of the right to the Journal’s title, other legal consequences of changing the Founder, termination of activities of the Journal, liquidation or reorganization of the Editors Office, change of its organizational and legal form;
- the procedure of approving and amending the Editorial Charter, as well as other provisions stipulated by Federal Law “On mass media” and other enactments.

II. PURPOSE, GOALS AND OBJECTIVES OF THE EDITORS OFFICE

2.1 The Editors Office shall be established to organize the preparation and publication of the electronic scientific periodical “East Asia: Facts and Analytics”.

2.2 The purpose of the activity of the Editors Office is the preparation and publication of the periodical “East Asia: Facts and Analytics”. The preparation and publication of the Journal are conducted in accordance with the themes declared by the Founders when registering the Journal as a mass medium.

2.3 The Journal is registered by the Federal Service for Supervision of Communications, Information Technology, and Mass Media (Roskomnadzor), media registration number ЭЛ № ФС 77 – 78969 (14.08.2020); index of the electronic version: ISSN 2686-7702.

2.4 “East Asia: Facts and Analytics” publishes 4 issues a year in the electronic version. The official website on the Internet: <http://eastasiareview.ru>.

2.5 “East Asia: Facts and Analytics” publishes scientific articles in various areas of research: policy, economy, society, history, culture, philology of the East and Southeast Asian countries. The Journal is not a commercial periodical and is funded by the Founders (co-Founders) or sponsorship.

2.6 In accordance with its objectives the Editors Office:

- publishes theoretical and research works, field research materials, archival materials, critical articles and reviews of new publications on the subject of the periodical, materials and reports on scientific and methodological events;
- enters into contractual relations with legal entities and individuals that do not contradict the law in order to fulfill its statutory tasks;
- in addition to preparing and publishing the Journal, the Editors Office has the right to carry out other activities not prohibited by law;

- the governing bodies of the Editors Office are: the Editor-in-Chief, the Editorial Council and the Editorial Board.

III. ORGANIZATION OF THE WORK PROCESS

3.1 All manuscripts submitted to the Journal are registered and sent to the experts for review by the Executive secretary of the Journal in agreement with the Editor-in-Chief.

3.2 The Editors Office organizes and controls the work on planning, timely and high-quality preparation of materials for publication:

- selects materials for the Journal, monitors the implementation of the schedule for the reception of publications and collections;
- organizes timely and high-quality preparation and publication of printed materials on schedule;
- supervises the preparation of the original layout of the Journal issue;
- ensures compliance with standards, specifications and other normative documents when working on the original;
- controls the timely placement of the issue on the Journal's website.

3.3 The Editors Office contributes to the involvement of specialists from research and educational organizations in the Journal's profile to work on the Journal.

IV. FOUNDERS

4.1 The periodical "East Asia: facts and analytics" was founded in 2019.

The Founder is the Federal State Budgetary Institution of Science "Institute of Far Eastern Studies of the Russian Academy of Sciences" (TIN 7727060510).

4.2 The Founders (co-Founders) exercise their rights under Art. 18 of Federal Law "On mass media" through the system of governing bodies of the organization in accordance with this Charter.

4.3 The Founders (co-Founders) have the right to:

4.3.1 Appoint and dismiss the Editor-in-Chief.

4.3.2 Conclude cooperation agreements with other organizations.

4.3.3 Approve the Editorial Charter, amendments and additions to it.

4.3.4 Terminate or suspend the activities of the Journal in cases set out by the legislation and this Charter.

4.3.5 Transfer their rights and obligations to a third party, as well as the Editors Office, with consent of the staff of the Editors Office, in accordance with the current legislation.

4.4 The Founders (co-Founders) are obliged to:

4.4.1 Comply with the provisions of this Charter and Federal Law "On mass media".

4.4.2 Fulfill the obligations assumed to the Editors Office and third parties for the timely preparation and publication of the mass medium.

4.4.3 Contribute to the work of the Editors Office, provide it with financial and information support.

4.4.4 Provide the Editors Office with other kinds of assistance in the implementation of its activities.

V. RIGHTS AND OBLIGATIONS OF THE EDITORS OFFICE

5.1.1 The Editors Office enjoys the rights, performs duties and is responsible for its actions in accordance with Federal Law “On mass media”. The Editors Office is not responsible for the obligations of the Founder and other persons.

5.2 The Editors Office performs its work on the basis of professional autonomy.

5.3 The Editors Office is responsible for the content of the periodical “East Asia: Facts and Analytics”, its scientific level, compliance of publications with the Journal’s thematic profile, compliance with the requirements of the Charter for the activities of the Editors Office, as well as compliance with normative documents and the current legislation of the Russian Federation.

5.4 The Editors Office has the right to:

- independently determine the direction of its activities and select materials for publication;
- offer the Founders (co-Founders) to conclude special agreements with other legal entities and individuals on the preparation and publication of their products.

5.5 The Editors Office is obliged to comply with the current legislation of the Russian Federation and this Charter in the implementation of its activities.

VI. EDITORIAL BOARD

6.1 Preparation for the publication of the Journal is carried out by the Editorial Board.

6.2 The Editorial Board is a collegial advisory body and resolves issues of creative activity of the Editors Office.

6.3 The Editorial Board is headed by the Editor-in-Chief.

6.4 Meetings of the Editorial Board are held as necessary, but at least once per quarter. Decisions of the Editorial Board are made by a simple majority of votes in the presence of not less than 2/3 of the composition.

6.5 The Editorial Board includes the Executive Secretary of the Journal.

6.6 Members of the Editorial Board participate in the preparation of the Journal’s long-term work plans and the discussion of the content of each issue of the Journal.

6.7 The Editorial Board approves the content of each issue of the Journal, sets the number of issues, and, if necessary, changes its frequency and format.

6.8 The composition of the Editorial Board is formed by the Editor-in-Chief and approved by the joint decision of the Founders (co-Founders).

VII. EDITORIAL COUNCIL

7.1 The general management of the Journal's activities is carried out by the Editorial Council.

7.2 The Editorial Council determines the main directions of the scientific topics of the Journal.

7.3 The composition of the Editorial Council is formed from among reputable specialists on the basis of voluntary participation.

7.4 The Editorial Council has a Chairman who is the director of the Journal’s Founder.

7.5 The Editorial Council carries out its activity at plenary sessions where it considers and approves the main directions of the Journal’s activities.

7.6 The composition of the Editorial Council is formed by the Editor-in-Chief and approved by a joint decision of the Founders (co-Founders).

VIII. EDITOR-IN-CHIEF

8.1 The Editor-in-Chief is the head of the editorial staff.

8.2 The Editor-in-Chief exercises her powers on the basis of Federal Law “On mass media”, the current legislation and this Charter.

8.3 The Editor-in-Chief:

- acts on behalf of the Editors Office without powers of attorney, represents its interests;
- gives instructions and obligations for all editorial staff, ensures the creation of the necessary working conditions for employees;
- represents the interests of the Editors Office in relations with the Founder (co-Founder), authors, institutions, organizations, associations of citizens, state bodies, in court.

8.4 The Editor-in-Chief may be removed from her post if he violates the legislation of the Russian Federation, systematically fails to comply with the duties established by this Charter and the job description, which caused significant harm to the Journal’s Editors Office.

8.5 The Editor-in-Chief is appointed by a joint decision of the Founders in accordance with this Charter.

IX. TERMINATION AND SUSPENSION OF THE ACTIVITIES OF THE JOURNAL

9.1 The Journal’s activities may be terminated or suspended by the decision of its Founders (co-Founders) in the manner prescribed by the current legislation and this Charter, or by a court decision in civil proceedings at the suit of the registry authorities.

X. RIGHTS TO THE JOURNAL’S TITLE

10.1 The right to the title of the mass medium, the preparation and publication of which is carried out by the Editors Office after its registration, belongs to the Founders. In case of the change of the Founders, including their reorganization, the right to the title is transferred to their successor. In case of the liquidation of one of the Founders or his/her withdrawal from the Founders, the right to the title is transferred to the Editors Office.

10.2 In case of termination of the preparation and publication of the Journal, the right to resume its issuing under the same name is reserved by the Founder.

10.3 If within one year from the termination of the publication of the Journal the Founder does not resume its preparation and publication, the right to the title is transferred to the Editors Office, if it was not the Founder before. The Editors Office may transfer this right to any person or group of persons who have agreed to become the Founders of the Journal. This decision is made at the general meeting of the editorial staff by a simple majority of votes in the presence of at least two-thirds of its composition. The voting order is determined by the meeting.

XI. FINAL PROVISIONS

11.1 This Editorial Charter is adopted at a meeting of the editorial staff.

11.2 Suspension of the Editorial Charter is possible by decision of the Founders.

11.3 This Charter comes into force from the moment of its approval by the Founders.