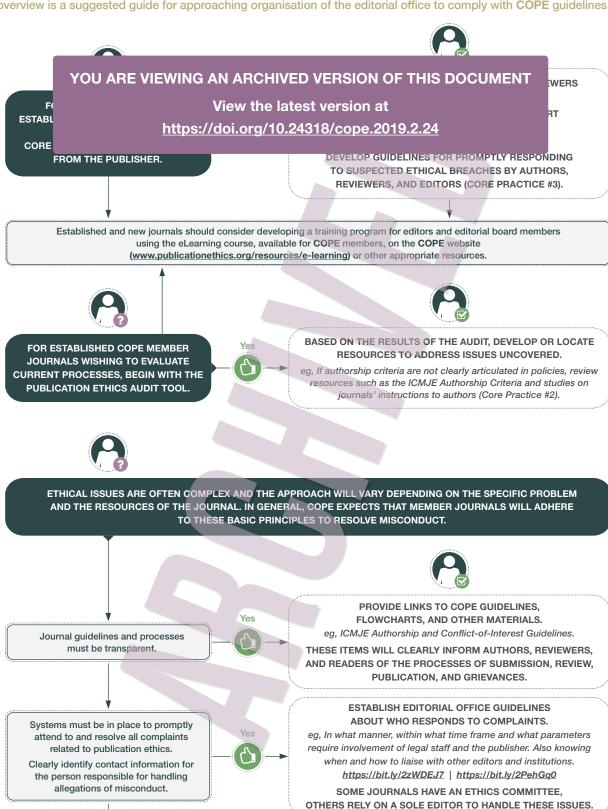
Suggested Guide for Approaching Organisation of the Editorial Office to Comply with COPE's Core Practices

COPE has many resources to assist publishers and editors in making decisions about ethical issues in publication, including guidelines, flowcharts, discussion documents, sample letters, eLearning modules, and an audit tool. This overview is a suggested guide for approaching organisation of the editorial office to comply with **COPE** guidelines.



ASSURE THAT RESOURCES SUCH AS COPE RETRACTION

GUIDELINES, FLOWCHARTS, AND ACCESS TO LEGAL ADVICE

IF NEEDED ARE AVAILABLE TO THOSE TASKED WITH

RESOLVING ETHICS ISSUES.

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Editorial staff must be committed

to correcting the literature when needed and following through on requests from

institutional investigations.