



Ethical Charter of the *Revue française de gestion*

Preamble

As a scientific journal, the *Revue française de gestion* (Rfg) has always been attentive to questions of ethics, professional conduct and scientific integrity. After having relied for a long time on the ethical charter common to its past and present publishers, it wished to adopt a specific ethical charter of its own. The Rfg's ethical charter is, of course, part of the ethical charter of its publisher, JLE (see https://www.jle.com/fr/contenu_libre.phtml?code_contenu=regles-ethiques).

The ethical charter is one of four texts on our website that together define the way the Rfg works: 1) the presentation of the editorial line, sections and advice to authors; 2) the Editorial Charter, which details the peer review process; 3) the Statutes, which define the organs and methods of governance of the Review; 4) the Special Issues Charter, which specifies the way in which special issues are managed within the Review.

The members of the editorial team and the editorial board commit themselves to respect the ethical charter of the Review, which they sign when they take up their posts. The same applies to guest editors invited to contribute to special issues. Those asked to review manuscripts submitted to the Rfg must also read and respect this charter. Similarly, anyone who submits a manuscript to the Rfg is obliged to consult it and to respect its spirit and instructions.

Paragraph 1 explains the obligations of the Rfg editorial team and the editorial board. Paragraph 2 specifies the role of the Editorial Board in terms of ethics, integrity and professional conduct. Paragraph 3 describes the appeal process in the event of a dispute with a stakeholder. Paragraph 4 is for reviewers. Paragraphs 5 to 10 are addressed to the authors of manuscripts submitted to the Rfg and possibly published.

1. Ethical commitment of the members of the Editorial Team and the Editorial Board of the Rfg: Transparency, Integrity and Objectivity

The members of the editorial team and the editorial board of the Rfg undertake to respect the rules of ethics and to work and make decisions with a constant concern for the ethics of their practice. The same applies to guest editors.

They are expected to be transparent about any conflicts of interest they may have with authors submitting manuscripts, colleagues proposing special issues, or individuals making complaints. Any situation of inappropriate proximity or conflict of interest must result in referral to other members of the editorial team or board, with the member concerned withdrawing and not taking part in any decisions or votes. It is their responsibility to declare

any situation, commitment or association that may affect their objectivity and ability to work for the Rfg in accordance with the ethical values that guide it. The Editorial Team and Guest Editors are vigilant about the effects of proximity and conflicts of interest when selecting experts to review incoming manuscripts. As far as possible, they will avoid recruiting experts from the same institution as the authors or who are or have been direct co-authors of the authors.

The members of the Editorial Team and the Editorial Board shall not disclose the content of the manuscripts evaluated during the evaluation process and prior to their publication or rejection. They shall respect intellectual property by not disseminating, using or exploiting the knowledge or data contained in the manuscripts they manage. They shall exercise discretion in the evaluation of manuscripts, both during and after the evaluation process.

The members of the editorial team and the editorial board of the Rfg undertake to respect the rules of ethics and to work and make decisions with a constant concern for the ethics of their practice. The same applies to guest editors.

They are expected to be transparent about any conflicts of interest they may have with authors submitting manuscripts, colleagues proposing special issues, or individuals filing a complaint. Any situation of inappropriate closeness or conflict of interest must result in referral to other members of the editorial team or board, with the member concerned withdrawing and not taking part in any decisions or votes. It is their responsibility to declare any situation, commitment or link that could affect their objectivity and ability to work for the Rfg in accordance with the ethical values that guide it. The Editorial Team and Guest Editors are vigilant about the effects of proximity and conflicts of interest when selecting experts to review manuscripts received. As far as possible, they avoid recruiting experts from the same institution as the authors or who are or have been direct co-authors of the authors.

The members of the Editorial Team and the Editorial Board shall not disclose the content of the manuscripts evaluated during the evaluation process and prior to their publication or rejection. They respect intellectual property by not disseminating, using, or exploiting the knowledge or data contained in the manuscripts they manage. They shall exercise discretion in the evaluation of manuscripts, both during and after the evaluation process.

2. Role of the Rfg Editorial Board in matters of ethics, professional conduct and scientific integrity

The Editorial Board of the Rfg is the body that, within the organisation of the governance of the Rfg (cf. the 'Statutes of the Rfg' on the website of the publisher JLE), has the authority on matters of ethics, deontology and scientific integrity. The Editorial Board consults it and seeks its opinion in difficult cases requiring arbitration.

Authors may also appeal to the Editorial Board against decisions taken by the Editorial Team and against the evaluation of their manuscript. Stakeholders other than authors who feel they have been wronged may also appeal to the Editorial Board. In order to make its decisions, the Editorial Board may consult experts and specialised bodies on ethical and deontological issues who are external to the Board and who are invited by the Board on an ad hoc basis to discuss sensitive situations.

The decisions of the Editorial Board then serve as precedents and form the basis for the development of the Ethics Charter over time. The Editorial Board votes on the RFG Ethics Charter and may evolve it over time by a qualified majority of two-thirds of those voting.

3. Appeals procedure in case of disagreement by an author or stakeholder with a decision of the RFG Editorial Board

Authors or other stakeholders who have sought the advice of the Rfg Editorial Board on a question of ethics, scientific deontology or scientific integrity have the option of lodging an appeal if they are not satisfied with the decision taken. The Rfg relies on two ethics referees to handle appeals. The ethics referents are appointed by the Editorial Board for a period of three years, renewable once (see the statutes of the RFG). They are external to the organs of the Rfg and do not take part in the decisions of the Editorial Team and the Editorial Board. Their names are published on the Rfg website and in the magazine.

The role of these two referees, in the event of an appeal, is to take up the case in question and act as advocates for the stakeholder who feels aggrieved before the Editorial Board. After examining the case and discussing it with the stakeholders, the two referents make a joint recommendation to the Editorial Board, which endeavours to follow it. If the Editorial Board decides not to follow the recommendation of the two ethics referents, it will give written reasons for its decision. This decision will then be published in an issue of the Rfg, with care being taken to ensure anonymity for those involved.

4. Ethical commitment of reviewers

Reviewers undertake to respect the rules of professional ethics and to carry out a serious, objective and respectful review of the manuscripts submitted. The scientific rigour of the review must be accompanied by benevolence, with potentially critical comments being formulated with the aim of enabling the authors to improve their manuscript. Feedback to authors on their work should be detailed and constructive.

It is the responsibility of the referees to inform the editorial team of anything that might affect the objectivity of their judgement. They are expected to declare any relationship of interest or significant proximity to the authors of a manuscript submitted to them, if they are able to identify them. It is also their responsibility to report any problem or doubt regarding the ethical dimensions of the manuscripts entrusted to them. Depending on the situation, the editorial team will decide whether the manuscript should be reassigned to another reviewer.

The reviewers undertake to respect the anonymity of the review process, both during and after the process; not to disclose the content of the manuscripts evaluated, whether published or rejected; to respect the intellectual property of the authors of these works by not disseminating them, by not using or exploiting the knowledge or data contained in the manuscripts; to exercise discretion with regard to the review work entrusted to them, both during and after the process, including in the event of publication of the manuscript.

5. Combating plagiarism and respecting the intellectual property of others

The rules of academic research ethics are clear and well known regarding the rules for borrowing from the work of other authors. All borrowed material must be accurately referenced in the text and in the bibliography, including an indication of the page of origin of any text quoted and placed in quotation marks. Failure to make a precise reference to the authors and works that are the source of the ideas, concepts, analyses and statements mobilised and reproduced in a text, even if reformulated, constitutes plagiarism.

Any deviation from this rule will result in the exclusion of the manuscript from the RFG evaluation process, and the discovery of plagiarism after publication will result in its removal from online publication as soon as the plagiarism is detected and proven. It is up to the editorial team, special issue guest editors and peer reviewers to ensure that these obvious rules of respecting the intellectual property of others are followed. To assist them in this task, anti-plagiarism software is systematically used at the time of submission. As stated in §2, the Editorial Board is the competent body to receive complaints from academics who believe they have been plagiarised in work submitted to or published in Rfg.

6. Copyright and signature of manuscripts

The signatories of each production submitted to the Rfg must undertake to respect a number of rules designed to combat academic plagiarism. The signatories are those who have made a significant contribution to the published work: all those who have made a significant contribution and only those who have made a significant contribution. The order of the signatories will be decided by the latter and will correspond either to the choice of an alphabetical order or to the choice of an order representing the different levels of contribution of the authors, in descending order from first to last, if these are considered to be unequal and after discussion between all the parties concerned.

Any change to the list of authors (removal or addition of authors) during the manuscript evaluation process, as well as to the order of signatures, must be justified to the Editorial Board. To do this, the authors should send a letter signed by all parties concerned, including the authors removed and/or added during the process. The Editorial Team may then ask the signatory authors for any clarification they deem necessary to understand the fair contribution of the various signatories to a text but may also refer the matter to the Editorial Board in case of doubt. As stated in §2, the Editorial Board is the competent body to receive appeals regarding copyright and the signing of manuscripts.

7. Adherence to ethical rules in the conduct of research

It is expected that the research that has generated the data on which the manuscripts submitted to the RFG are based has been carried out in accordance with the ethics and deontology of our profession, which goes beyond aspects of methodological rigour alone. In the case of "sensitive" research, due to the subject, the field, the organisations or actors studied, etc., authors are asked to specify in the letter accompanying their manuscript at the time of submission and/or in the manuscript itself how they have integrated these aspects of methodology and ethics.

Authors of manuscripts must be careful when mentioning organisations or individuals in their text without reference to data, comments or public statements. If the research was conducted in collaboration with one or more organisations, it must have been agreed that their names should be mentioned in the manuscript. If the author has agreed to maintain the confidentiality of the data, it is up to the author to make the identity of the organisations and/or individuals involved anonymous in the text. If the research was conducted undercover and without the consent of the organisations studied ('covert research'), the authors should inform the editorial team and justify this strategy in the cover letter of the manuscript and/or in the manuscript itself. Finally, it is the responsibility of the authors to honour any contractual commitments they may have made to funders, partner organisations, sponsors or others.

8. Transparency and conflicts of interest: obligations of authors

Authors must inform the editorial team if the research reported in their manuscript has received funding. In the case of public funding, the funding organisations generally require that the fact that the research has been funded, the name of the organisation and the name of the project be included in scientific publications; as these procedures may vary, it is in any case the responsibility of the authors to comply with the requirements of the funders. In the case of private funding, authors must provide details to the editorial team in their submission letter and/or in the submitted manuscript.

Authors must also inform the editorial team, in the cover letter of the manuscript and/or in the manuscript itself, of any situation that may give rise to conflicts of interest (see the JLE Ethical Charter, which defines the concept of conflict of interest and distinguishes between different types of conflict - financial and non-financial) or possible subjectivity bias. This is the case, for example, when the research carried out relates to subjects, data or areas in which the professional or personal situation of at least one author gives rise to possible conflicts of interest or bias. Depending on the situation, the Editorial Board may request that the existence, nature and influence of these conflicts of interest be explained in the text of the published manuscript. As stated in §2, the Editorial Team will rely on the advice of the Editorial Board in cases that appear to require arbitration.

9. Submission and publication of research papers

The Rfg publishes original works and unpublished texts, whatever their format and nature: research articles, viewpoints, reviews, editorials. Manuscripts submitted to the Rfg must be original works, not previously published in journals. The same manuscript, or similar versions of the same work, cannot be submitted simultaneously to the Rfg and to another journal. Authors may submit papers presented at conferences. In this case, they must indicate this in the cover letter of the manuscript and describe the changes that have been made to the text since then.

If the existence of identical or very similar versions of a text submitted to the RFG is confirmed by human means (warning formulated by experts, the editorial team, the editorial board or the academic community) or technological means (thanks to the use of anti-plagiarism software), the manuscript will be immediately excluded from the evaluation process. If the text has already been published and such facts are subsequently brought to the attention of the Editorial Team, the text will be removed from the online publication. As stated in §2, the Editorial Team will rely on the advice of the Editorial Board in cases that appear to require arbitration.

Once their text has been accepted, authors are authorised to upload a Word version of their text to HAL, in a version not formatted by the journal.

10. Use of artificial intelligence tools and authenticity of manuscripts

The use of digital Artificial Intelligence (AI) tools, in particular Generative Artificial Intelligence (GAI) tools, is allowed. However, authors must be as honest, transparent and detailed as possible about how these tools were used in the context of their research and the preparation of their manuscript. Authors must disclose this use in the cover letter of the manuscript and/or in the manuscript itself (e.g., which AGI tools were used, for what purposes, with what prompts, etc.).

