

**INSTITUTE FOR MILITARY HISTORY BRATISLAVA**

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**STATUTE**  
**of the Journal for Military History**  
**VOJENSKÁ HISTÓRIA**  
**(MILITARY HISTORY)**



**Bratislava 2023**

**INSTITUTE FOR MILITARY HISTORY BRATISLAVA**

No.: VHÚ-115/2023

I approve.  
Director of the Institute for Military History  
Col. Milošlav ČAPLOVIČ, PhD.

Bratislava 31 . July 2023

**STATUTE**  
**of the Journal for Military History**  
**VOJENSKÁ HISTÓRIA**  
*(MILITARY HISTORY)*



**VOJENSKÁ HISTÓRIA**

of 31 July 2023

## **Article 1. Basic Provisions**

Publisher: Institute of Military History  
Publisher's registered office: Krajná 27, 821 04 Bratislava  
Name of the periodical: *Vojenská história – A journal for military history, museology and archives*  
Periodicity: 4 issues per year  
Circulation: 450 copies  
Scope: 250 - 350 manuscript pages  
Price: free  
Registration number: MK SR 734/08, ISSN 1335-3314  
Place of issue: Bratislava  
Format: B5  
Print: sheet offset

## **Article 2. Establishment, Tasks and Profile of the Journal *Vojenská história***

1. The journal for military history (hereinafter referred to as the "journal") entitled *Vojenská história – A journal for military history, museology and archives* was established by the decision of the Minister of Defence of the Slovak Republic on 28 January 1997. Since 1 January 2006, its publisher has been the Institute of Military History (hereinafter referred to as the "IMH") in Bratislava. The Statute of the journal specifies the profile and structure of the journal *Vojenská história*, further defining the competencies and tasks of the publisher, the Editorial Board and the Editorial Office of the journal. Furthermore, the Statute generally defines the structure of the issue of the magazine and issues related to the review process and the publication and distribution of the journal *Vojenská história*.
2. The journal is thematically focused on military history, archives and museology in Slovakia. The published texts deal primarily with the military past of Slovakia, also in a wider European context, but texts from related scientific disciplines, such as defence, strategic, intelligence studies and the like, are also welcome. In addition to the main mission, which is the development of Slovak military historiography, the role of the journal is to actively contribute to the raising awareness of military history and to deepening the historical awareness of employees and members of the Armed Forces of the Slovak Republic, the Ministry of Defence of the Slovak Republic and other organizational units within its sphere of powers, as well as the civil public.
3. The journal has a scientific character and brings original author's scientific studies, statements, edited documents and biographical texts containing notes. Texts that are sent to other journals, or that have already been published, will be automatically rejected. Only studies that bring new knowledge, fundamentally expand our knowledge, or bring original interpretations will be published.
4. The journal publishes studies in Slovak, Czech, English or German. Studies in Slovak and Czech also have short English and German abstracts; studies published in English have abstracts in Slovak and German.
5. The journal also publishes short reports from the life of the branch of science in this country and abroad, about scientific and professional events, publication annotations, bibliographic overviews, etc.
6. All studies, editions of documents, biographies and other texts of a scientific nature are always subject to peer review. Reviews, annotations, reports from scientific life and other texts of a similar nature are not reviewed.
7. The journal is published in March, June, September and December.

## **Article 3. Publisher and Editorial Office of the Journal**

1. The publisher (editor) of the journal is the director of the IMH by virtue of his position, who as a statutory officer of the budgetary institution IMH in accordance with the relevant provisions of Act No. 265/2022 Coll. on publishers of publications and on the register in the media and audio-visual field and on the amendment of certain laws (the Publications Act) is responsible for the journal. The publisher has the right, if necessary, to request information on the status of the readiness of an issue at any time.
2. The publisher appoints the members of the Editorial Office and the members of the Editorial Board of the journal.
3. The Editorial Office is responsible to the publisher for the content of an individual issue, especially for ensuring that the content does not violate the legally protected interests of society, citizens and organizations. The publisher takes care to prevent any conflicts of interest between the Editorial Office, authors, reviewers and the members of the Editorial Board.
4. The Editorial Office of the journal consists of 3 editors. The role of the journal's Editorial Office is to ensure contact with members of the Editorial Board, with authors and reviewers, and editors are responsible for the editorial changes of papers according to the approved schedule, ensure the archiving of materials from individual issues, ensure contact with the graphic designer, printer, sales, and perform other tasks according to the publisher's instructions. The Editorial Office is responsible for compliance with the Ethical Rules of the journal *Vojenská história*.
5. The working e-mail of the journal is vojenskahistoria@vhu.sk.

#### **Article 4. Editorial Board of the Journal**

1. The Editorial Board (hereinafter referred to as the "Board") is a professional body of the journal *Vojenská história*. The Board consists of leading domestic and foreign experts in the areas defined in Article 2, paragraph 2 of the Statute. Members of the Editorial Board are appointed by the publisher. The Board consists of the chairman, vice-chairman and members of the Board.
2. The Board establishes the concept of the journal and approves the content of individual issues. The Board assesses and makes recommendations to improve the aesthetic, material and content level of the journal, participates in the selection of articles by authors and reviewers, recommends and proactively approaches prospective authors.
3. The Board meets four times a year and approves the content of each issue of the journal. In the case of impossibility to hold a meeting, the issue can also be approved by the per rollam procedure, when each of the members of the Editorial Board expresses whether they agree or disagree with the content of the journal. In the event that one of the members cannot attend the meeting of the Editorial Board, he has the right to provide his comments on the issue in writing, and these will be taken into account during the meeting of the Editorial Board. The issue is approved if it is adopted by a majority of the members of the Board.
4. The Board is a collegiate body that is externally represented by the Chairman of the Board, or in his absence by the Vice-Chairman. The Chairman of the Editorial Board convenes and chairs the meeting of the Editorial Board.
5. The Chairman is responsible for compliance with the Ethical Rules, for taking the steps that follow to the Chairman from the Ethical Rules of the journal *Vojenská história*. The Board monitors suspected misconduct and, if necessary, takes a corresponding decision. The Chairman calls for a vote on fundamental and controversial matters or proposals. A proposal is deemed to have been approved if a majority of the members present vote for it, and, in case of an equal number of votes, the Chairman, who has two votes, shall have the casting vote.
6. Membership in the Board is honorary, members of the Board have the right to one copy of each edition of the journal. The Board is the guarantor that papers correspond to internationally recognized ethical principles and academic practice.
7. The recommendations of the Board are binding on the authors.

#### **Article 5. Authors and Review Process**

1. Authors submit texts to the Editorial Office only in electronic form. The maximum length of the text is 72,000 characters. Authors are obliged to follow the instructions for the preparation of articles. Authors are obliged to provide a list of citations (references), according to ISO690 principles, which are specified in special instructions for authors. They are fully responsible for the correct and accurate citation of the literature and sources used, as well as for observing the copyright of photographs or other supplementary materials. It is the duty of each author to become acquainted with the Ethical Rules of the journal *Vojenská história* before sending the text to the Editorial Office and follow the same. Authors are obliged to indicate in the paper the source of financial support for the research from which the paper was created. Authors provide the Editorial Office with the following information: name and surname; academic, scientific, or military ranks; institutional affiliation (workplace) and ORCID digital identification number, address and postcode of the place of residence and workplace; birth number; ID card number; or personal identification document, account number to which the honorarium will be sent. To facilitate cooperation with the author, it is necessary to provide the Editorial Office with a personal contact [email address, telephone contact]. The author provides personal data to the Editorial Office for the purposes of communication with him, for the purposes of publishing and archiving the paper, as well as for the purposes of payment of the honorarium.
2. The author has the right to one copy of the issue of the journal *Vojenská história*, in which his paper is published. Authors and reviewers are entitled to an author's remuneration (honorarium) according to a special regulation issued by the director of IMH.
3. Authors are obliged to incorporate the reviewers' comments free of charge. In the case of a multi-authored work, the name of the lead author and the extent of each author's work shall be indicated for the purposes of the distribution of author's fees. In all papers, the author warrants that the publication of the work does not violate Act No. 185/2015 Coll. - the Copyright Act, as amended.
4. If the Editorial Office of the journal decides that the scientific text sent by the author meets the conditions set for its publication in the journal *Vojenská história*, in terms of content and form, it will provide it to a selected expert or two experts in agreement with the chairman of the Editorial Board. Each reviewer prepares a written report in which he comments on the quality, originality and scientific contribution of the paper to the problem addressed.
5. The review process is strictly anonymous, i.e. the names of the reviewers and authors are not known to each other ('double blind peer review'). Reviewers of studies are selected from among experts in the subject or field. The review reports must be objective and confidential, provided only to the authors and the Editorial Board as a basis for the final decision on publication. The reviewer must indicate in the review report whether he/she recommends publication, recommends publication after minor modifications, recommends revision and reconsideration, or does not recommend publication. Review reports are archived for 10 years. The author's paper may not be reviewed by a colleague working at the same workplace or participating in the same project. The review process is governed by the Ethical Rules of the journal *Vojenská história*.
6. Authors are entitled to appeal against the Editorial Board's decision, the publisher decides on the appeal.

#### **Article 6. Cancellation Provisions and Effectiveness**

1. This Statute of the journal for military history *Vojenská história* cancels and replaces the Statute and ethical provisions of the journal for military history *Vojenská história* approved by the director of the IMH on 16 November 2016.
2. The Statute of the journal for military history *Vojenská história* takes effect on 1 August 2023, and the paper version of the Statute is archived by the Institute of Military History.
3. The Ethical Rules of the journal *Vojenská história* are attached to the Statute.

Annex No. 1: Ethical Rules of the journal *Vojenská história*