



## **Human Subjects Research Ethics Policy**

The *Journal of Economics and Management (JEM)* is committed to maintaining the highest ethical standards in research involving human participants. In addition to general publication ethics, the journal requires that all studies involving human participants comply with internationally accepted ethical principles and applicable institutional and national regulations.

### **1. Informed Consent**

All research involving human participants must be conducted with the **informed consent** of participants. Authors are required to confirm that participants were adequately informed about:

- the purpose of the study,
- the procedures involved,
- any potential risks or benefits,
- their right to withdraw from the study at any time without penalty.

### **2. Voluntary Participation and Anonymity**

Participation in research must be **voluntary**. Authors must ensure that participants' anonymity and confidentiality are protected, unless explicit consent for identification has been obtained.

Any identifying information must be removed or appropriately anonymized prior to publication.

### **3. Ethical Approval and Regulatory Compliance**

The ethical classification of a study depends on the nature of human participation and the type of data collected, rather than on the mode of data collection. **The mode of data collection (paper-based or online) does not affect the ethical classification of the study.**

Depending on the nature of the study, research involving human participants falls into **one of the two categories below**.

### **3.1. Category A – Studies requiring formal ethical approval**

Formal approval from an **Institutional Review Board (IRB)**, **Ethics Committee**, or equivalent body is required for studies that involve one or more of the following:

- experimental or quasi-experimental designs (laboratory, field, or online experiments),
- any form of intervention or manipulation of participants' behavior or decision-making,
- collection of sensitive personal data (e.g., health, psychological, biometric, or identifiable financial data),
- research involving vulnerable populations (e.g., minors, patients, dependent groups),
- studies conducted in institutional or national contexts where formal ethics approval is mandatory.

Authors must state the **name of the approving body** and the **approval reference number** in the manuscript.

#### **Required Ethics Statement – Category A**

This study involved human participants. Informed consent was obtained from all participants before data collection. The study was conducted in accordance with applicable ethical standards. Ethical approval was obtained from *the name of institution/ethics committee*, approval number xxx.

### **3.2. Category B – Studies not requiring formal ethical approval**

Formal Ethics Committee or IRB approval is **not required** for studies that meet all of the following conditions:

- participation is voluntary and anonymous,
- no sensitive personal or identifiable data are collected,
- no intervention or experimental manipulation is involved,
- participants are adults,
- applicable institutional or national regulations do not require formal ethics approval (e.g., anonymous online surveys or interview studies without sensitive topics).

#### **Required Ethics Statement – Category B**

This study involved human participants. Participation was voluntary and anonymous, and informed consent was obtained before participation. According to applicable institutional and national regulations ([name of

institution/ethics committee or relevant authority]), formal ethical approval was not required for this type of study.

### **3.3. Category C – Not applicable (no human participants or personal data)**

Studies that do **not** involve human participants and do **not** use personal, sensitive, or identifiable data do not require formal ethical approval.

#### **Required Ethics Statement – Category C**

This study did not involve human participants and did not use personal, sensitive, or identifiable data; therefore, ethical approval was not required.

## **4. Research Involving Vulnerable Groups**

Studies involving vulnerable populations (including students, employees, or other dependent groups) must include appropriate safeguards to prevent coercion or undue influence.

Authors must explicitly describe how **voluntary participation** and **informed consent** were ensured.

## **5. Online Surveys and Data Protection**

For online surveys and digital data collection, authors must confirm that data were collected and stored securely, in compliance with applicable data protection regulations (e.g., GDPR, where relevant).

Authors must also describe the measures taken to ensure data security and confidentiality.

## **6. Ethics Statement in Manuscripts**

All manuscripts reporting research involving human participants must include a **dedicated Ethics statement section**, clearly indicating whether the study falls under:

- **Category A** (formal ethical approval required),
- **Category B** (formal ethical approval not required), or
- **Category C** (Not applicable).

## **7. Editorial Oversight**

Manuscripts that do not adequately address ethical considerations related to human subject participation may be **returned for revision or rejected** at the editorial screening or peer review stage.