

Publication misconduct includes, but is not limited to, plagiarism, failure to obtain ethical approval to conduct research, duplicate publication, and salami slicing. *Occupational Health Southern Africa* tolerates none of these practices. The journal follows the Committee on Publication Ethics (COPE) guidelines¹ for promoting integrity in scholarly research and its publication, including dealing with conflicts of interest, falsification of data, plagiarism, ethical issues, and authorship.

Plagiarism is the presentation of others' work or ideas without acknowledging that person(s). This may be in the form of text, tables, figures or photographs. To avoid plagiarism:

1. In the text, paraphrase, or use quotation marks if quoting verbatim. In both cases, correctly cite the source;
2. Obtain permission to use figures and photographs; and
3. Avoid self-plagiarism, i.e. repeating text from previously published articles that you have written, without referencing it.
4. We recommend that authors use appropriate software to check their manuscripts for plagiarism before submission for publication.

Duplicate publication is the publication of a paper that has substantial overlap with one that has already been published. Abraham (2000)² defined a duplicate publication as "*any article that has similar or near similar hypothesis, sample characteristics, methodology, results and conclusions to a published article*". To avoid duplicate publication, if an author chooses to submit a paper that has already been submitted to *Occupational Health Southern Africa* to a different journal, he/she must first withdraw the manuscript from *Occupational Health Southern Africa* and then submit it to the other journal.

Salami slicing is the slicing of data gathered during the conduct of a single study, and the writing of individual manuscripts from each piece.² Stated differently, it is the act of presenting the findings of one study in two or more articles, rather than writing a single meaningful paper.³ This unethical practice falsely increases a researcher's number of publications, but also wastes the time of editors and reviewers.³

Ethical approval must be indicated in all manuscripts addressing research conducted using data from humans or animals; the name of the ethics committee and the ethics clearance certificate number must be stated.

If publication misconduct is identified after the manuscript has been published in *Occupational Health Southern Africa*, the Editorial Board reserves the right to take appropriate action, including reporting the misconduct to the authors' academic institutions. Additionally, the journal will publish a statement regarding the misconduct, and will not accept further manuscripts submitted by the same author(s).

REFERENCES

1. Committee on Publication Ethics (COPE). Promoting integrity in scholarly research and its publication. Available from: <https://publicationethics.org/> (accessed 30 Aug 2020).
2. Abraham P. Duplicate and salami publications. *J Postgrad Med*. 2000; 46(2):67-69. Available from: <http://www.jpgmonline.com/text.asp?2000/46/2/67/313> (accessed 30 Aug 2020).
3. FACTSHEET: Salami Slicing. Elsevier; 2019. Available from: https://www.elsevier.com/__data/assets/pdf_file/0011/653888/Salami-Slicing-factsheet-March-2019.pdf (accessed 30 Aug 2020).

Further reading

Publishing ethics for journals. A guide for editors-in-chief, associate editors, and managing editors. Springer; 2013. Available from: https://static.springer.com/sgw/documents/1393202/application/pdf/Publication_Ethics_Guide_for_Editors_from_Springer_27052013.pdf (accessed 30 Aug 2020).