



ANONYMOUS REFEREE CONTRACT

- 1. Professional Credentials.** The undersigned Referee verifies through his or her signature below that all of the information provided on his or her Curriculum Vitae submitted in application for this position is true and correct.
- 2. Anonymity.** The undersigned Referee shall not reveal his or her identity as an anonymous referee for *The Berlin Journal of Philosophy* to anyone, in any professional or professionally related context or capacity. The *Journal* also shall not reveal the undersigned Referee's identity as an anonymous referee for the *Journal* to anyone, in any professional or professionally related context or capacity.
- 3. Double-Blind Reviewing.** *The Berlin Journal of Philosophy* shall forward to the undersigned Referee no more than two blind-submitted papers/year maximum (more by explicit voluntary arrangement only) that satisfy the submission guidelines at http://adrianpiper.com/berlinphil/submission_guidelines.shtml and that are in the undersigned Referee's designated area(s) of specialization. The undersigned Referee shall carefully read and critique the paper in its entirety, on the attached Referee Evaluation Form. It is understood that the *Journal* need publish only those papers that meet the highest standards of philosophical quality and scholarship. The prose quality and structure of a publishable paper should maximally facilitate the reader's absorption of complex, undiluted ideas and arguments. The undersigned Referee shall assign each blind-reviewed paper only one grade on the attached form, and return the completed form to the *Journal* within four months of receiving it.
- 4. Comments.** The undersigned Referee shall provide on the attached form constructive, useful and detailed suggestions for improving the text of papers assigned a grade of Accept with Revisions, or Revise and Resubmit. In general these shall observe the relevant recommendations in Thom Brooks' *Guidelines on How to Referee* and Ian Parberry's *A Guide for New Referees in Theoretical Computer Science*. Verbal abuse will not be tolerated. *The Berlin Journal of Philosophy* shall communicate to the author the undersigned Referee's evaluation of and/or comments on the paper in a timely manner.
- 5. Conflicts of Interest.** The undersigned Referee is prohibited from reviewing his/her own blind submissions, and any other submissions that cause conflicts of interest. The Referee shall immediately notify *The Berlin Journal of Philosophy* of any such conflicts.
- 6. Administration of Anti-Plagiarism Measures.** Should the undersigned Referee suspect plagiarism in a blind-submitted paper, he or she shall find and present solid and detailed evidence of this, exclusively, confidentially and immediately to *The Berlin Journal of Philosophy* on the attached form, in accordance with the Anti-Plagiarism procedure described at http://www.adrianpiper.com/berlinphil/anti_plagiarism.shtml. The *Journal* agrees to protect the undersigned Referee's anonymity with particular stringency in this case, and to take full responsibility for administering the procedure.
- 7. Temporary Inability.** The undersigned Referee shall notify *The Berlin Journal of Philosophy* within one week of receiving a paper if, for any reason, he or she is unable to review it in accordance with the terms of this contract. Under these circumstances, the *Journal* shall reassign the paper to a different Referee.
- 8. Honorarium.** For each Referee Evaluation Form completed and returned to *The Berlin Journal of Philosophy* that satisfies Paragraphs 1 through 7, the undersigned Referee shall submit with it an invoice in the amount of €25.00 stating his or her name, street address, telephone and fax number, e-mail address, tax I.D. number, and direct bank transfer details: account name, account number, name and address of bank, IBAN number, SWFT/BIC number, and sort or routing code. The *Journal* shall transfer this amount via check or bank wire transfer within one month of receipt of the undersigned Referee's invoice.

Date & Signature, Referee

PRINT NAME: _____

Date & Signature, *The Berlin Journal of Philosophy*

PRINT NAME: _____

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REFEREE EVALUATION FORM
[specimen only]

Paper # _____

Referee # _____

Date _____

GRADE:

- Accept
- Accept with Revisions*
- Revise and Resubmit*
- Reject
- Investigate Evidence of Plagiarism*

*COMMENTS: