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The Proceedings of the Edinburgh Mathematical Society (PEMS) has an editorial board, whose members' interests cover a broad range of mathematics, and a convening editor and deputy convening editor.

It is the rôle of the editors on the editorial board to handle the refereeing process. Each submitted paper is assigned to the editor whose interests are closest to the content of the paper. This editor finds a suitable referee with sufficient expertise but no conflict of interest. He or she then solicits a report from this referee and, based on the content of referee's report, makes a fair and objective decision either to reject the paper or to recommend the paper for acceptance in PEMS. In the case of rejection the corresponding author will be informed quickly of the decision and given the grounds for the rejection of their manuscript.

In the case a paper is recommended for acceptance, this recommendation is sent to the Convening Editor together with the referee's report(s) and a short case for acceptance made by the editor. The Convening Editor, together with the Deputy Convening Editor, then makes the final decision on acceptance of papers that have been recommended to them recently by the editors. It may be that the Convening Editor and the Deputy Convening Editor decide not to accept a paper that has been recommended by an editor. In this case the corresponding author will be informed quickly and given the grounds for the rejection.

If a paper is accepted, the editor will be informed by the Convening Editor and then the editor will contact the corresponding author with information about the post-acceptance process for PEMS.

- Iain Gordon, Convening Editor, February 2011.