

PAKISTAN JOURNAL OF CRIMINOLOGY (PJC)

Publication Ethics and Mal-Practice Statement

Responsibility of the Editors:

The *Pakistan Journal of Criminology* is an official publication of the Pakistan Society of Criminology. It aims to advance the study of criminology and criminal justice; to promote empirically-based public policy in crime management; and to encourage comparative studies of crime and criminal justice in Pakistan for having implications for Pakistan. It further aims to develop and establish an indigenous criminological scholarship on issues pertaining to Pakistan. Pakistan Journal of Criminology is committed to meeting and upholding the standard of ethical behavior at all stages of the publication process. Conformance to standards of ethical behavior is expected of all parties involved: Authors, Editors and Reviewers.

Furthermore, this ethics and malpractice statement sets out the specific responsibilities for all parties involved to ensure PJC complies with internationally accepted guidelines on carrying out ethical and culturally competent research.

Author(s) Guidelines:

1. The paper should be between 3000 – 4500 words including references.
2. Author(s) should present an accurate account of the research performed, and offer an objective discussion of its significance.
3. Referencing and Citation style must be as per APA guidelines.
4. Author(s) should use endnotes or in-text citation instead of footnotes with a List of References at the end of the paper.
5. Authorship should be limited to those who have made a significant contribution to the conception, design, execution or interpretation of the reported study.
6. The author(s) are required to submit similarity report. They have to ensure the originality of work. The work of others must be appropriately cited or quoted.
7. The manuscript should offer new, original insights or interpretations that have not been published before or are under consideration for publication at another journal.
8. Author should declare all funding sources and any actual or potential conflicts including any financial, personal or other relationships with other people and organizations.
9. Each author is required to send signed copy of agreement form.

10. The author(s) is required to provide proof reading certificate before final publication of the article.

Duties of Editors:

1. Editors evaluate submitted manuscripts exclusively on the basis of their academic merit (importance, originality, clarity) and its relevance to the journal's scope, without regard to the author's race, gender, sexual orientation, ethnic origin, citizenship, religious beliefs or institutional affiliation. The editors will guard the integrity of the published record by issuing corrections and retractions and pursuing suspected or alleged research and publication misconduct when needed.
2. Editors and staff will not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher as necessary.
3. Unpublished material disclosed in a submitted manuscript must not be used in an editor's own research without explicit written consent of the author. The editors should seek to ensure a fair and appropriate peer- review process. Submissions from authors with whom the editors have a conflict of interest will be assessed by a member of the Editorial Board. Submissions by members of the Editorial Board will be assigned to an Associate or Guest Editor to ensure a fair and appropriate process. Editors should require all contributors to disclose relevant competing interests and publish corrections if competing interests are revealed after publication.
4. The editors ensure that all submitted manuscripts being considered for publication undergo peer-review by at least two reviewers who are expert in the field. The Editor-in-Chief is responsible for deciding which of the manuscripts submitted to the journal will be published, based on the validation of the work in question, its importance to researchers and readers, the reviewers' comments, and such legal requirements as are currently in force regarding libel, copyright infringement and plagiarism. The Editor-in-Chief may confer with other editors or reviewers in making this decision.

Duties of Reviewer:

Peer review assists the editor in making editorial decisions and through the editorial communications with the author may also assist the author in improving the paper.

1. Any selected referee who feels unqualified to review the research reported in a manuscript or knows that its prompt review will be impossible should notify the editor and excuse himself from the review process.
2. Any manuscript received for review must be treated as confidential document.
3. Reviews should be conducted objectively. Referees should express their views clearly with supporting arguments.
4. Reviewers should identify relevant published work that has not been cited by the authors.
5. Unpublished material disclosed in a submitted manuscript must not be used in a reviewer's own research without the express written consent of the author.

Duties of Publisher:

1. In cases of alleged or proven misconduct, fraudulent publication or plagiarism, the publisher, in close collaboration with the editors, will take all appropriate measures to clarify the situation and to amend the article in question. This includes the prompt publication of an erratum, clarification or, in the most severe case, the retraction of the affected work.
2. The publisher is committed to the permanent availability and preservation of scholarly research and ensures accessibility by partnering with organizations and maintain own digital archive.
3. If an inaccuracy, misleading text or wrong explanations are found in the published article, it must be corrected promptly.
4. All complaints will be seriously investigated by the editor regardless of who files the complaint.