



Pakistan Center of Legal Research  
and Publication

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PCL Student Journal of Law: Review  
and Publication Policy



## PCL Student Journal of Law: Review and Publication Policy

The Pakistan Center for Legal Research and Publication (PCLRP) works with all authors who submit articles for publication with the PCL Student Journal of Law (PCLSJL) to ensure their publication. This policy has been formulated to ensure that the review and publication process is not burdened by unnecessary complications for both the author and members of the editorial board of the PCLRP.

Any article submitted to the PCLRP will undergo a formal review process as under:

- Upon receipt of an article, the PCLRP will dispatch an email confirming the receipt of the article to the author. This email must be delivered to the author within five (5) working days from the date of receipt of the article by the PCLRP.
- The article received will first undergo a preliminary scrutiny by the editorial team of PCLRP. This will include a plagiarism check and a written report on the submission prepared by one of the members of the team. Articles submitted to PCLRP must not exceed the 10% plagiarism threshold, which will be verified by using a professional plagiarism tool.
- Once the preliminary scrutiny is over, the editor may decide whether the article is sent for peer review or sent back to the author with recommendations for amendment or rejected. The answer to the author will be given within thirty (30) working days from submission.
- If the article qualifies for peer reviewing, it will be blinded for review by the PCLRP (which means that any details objectively indicative of the identity of the author are removed from the draft) and sent for peer review to select members of the PCLSJL Review Board. The review will be a double blind process (which means that neither the author nor the reviewer, at any time prior to publication of the article, will be aware of the others identity). Identity of the reviewer will not be revealed to the author even after the article has been published or rejected for publication with the journal. The selection of individual peer reviewers and the total number of peer reviewers who review an article lies entirely within the discretion of the PCLRP. In any case, the article must be sent for peer review within thirty (30) working days from the date of submission to the PCLRP. The process of peer review usually takes at least four (4) weeks, and after that a review report will be sent to the author.
- The members of the board have committed to:
  - i. keeping themselves up to date on any policies or guidelines published by the PCLRP and abiding by the said guidelines and any declaration(s) signed by them, regarding their position with the PCLRP;



- ii. treating any written work submitted to them for review as strictly confidential material which cannot be shared with anyone except the authorized members of the PCLRP;
- iii. not using or appropriating any part of material/document provided by the PCLRP for any other purposes except for those explicitly communicated by the PCLRP;
- iv. reviewing the article taking into account only the qualitative requirements of the PCLSJL to the exclusion of any other personal factors, including but not limited to race, religion, gender or political opinions;
- v. informing the relevant members of the editorial committee of any conflict of interest which may be objectively seen to impact the member's ability to provide an impartial review of the document provided by the PCLRP; and
- vi. immediately informing PCLRP if he/she does not possess the requisite expertise relevant to the article which (s)he has been requested to review. The decision which follows this declaration is entirely within the discretion of the relevant members of the PCLRP.

- The review must include feedback regarding the rejection/acceptance/conditional acceptance of the article.

For rejected articles, no additional drafts will be considered for publication.

For accepted articles, the author is required to complete the post acceptance requirements of the PCLRP, as communicated by the PCLRP.

For articles subject to conditional acceptance, it will be the responsibility of the Editorial Committee to ensure that the requirements are effectively communicated to the author(s) and are completed in time for the publication of the journal.

- Any decision regarding the rejection/acceptance/conditional acceptance of an article lies within the discretion of the editorial board, where the decision of the Editor in Chief, advised by the Advisory Committee of the Editorial Board, will be final. Factors to be taken into account in the review of an article will include (but are not limited to) quality of the paper and its compliance with the requirements of the PCLSJL, detailed in the 'Instructions for Authors' page, a link to which is available on the homepage of the PCLSJL.

- All communication between author and the PCLRP (including any documents exchanged between the author and the PCLRP) will be privileged information and will not be shared with any individual except for those part of the review and publication process or made use of for any purpose other than review and publication process.

- All communication between the author and the PCLRP will be sent by PCLRP's official email account (pclrp@outlook.com), addressed to the email address through which the first draft of the article was received by the PCLRP. This will continue to be the case unless the author specifies an alternative email address, which is confirmed as the designated email address for the respective author by the PCLRP. Communication with the author may be carried out by phone calls, however, a confirmation of the same message will be delivered by the email, which will serve as conclusive evidence of the PCLRP's opinion/decision on the matter in question.



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- No message(s)/request(s) by the PCLRP will be communicated to an author beyond three attempts, by email. The timeline of these message(s)/request(s) and the deadline for compliance with each request/message is within the discretion of the editorial committee of the PCLSJL.

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