

IASLIC Bulletin

Publication Ethics and Prevention of Malpractice Statements

1. Journal Name

The **IASLIC Bulletin** (ISSN 0018-8441, CODEN IASLA 9, RNI No. 5034/59) is a *double-blind peer-reviewed journal* in the field of **Library and Information Science**, published **quarterly** by the **Indian Association of Special Libraries and Information Centres (IASLIC)** - a learned professional society, cherishes its publication policy and 'Authorship Manual including IASLIC Standard and Specification' as enunciated below.

2. IASLIC Bulletin Website

The webpage for IASLIC Bulletin is embedded within the main website of the association - Indian Association of Special Libraries and Information Centres (IASLIC). Link for IASLIC Bulletin webpage is given here- <http://www.iaslic1955.org.in/Default.aspx?PageId=126>

3. Peer-review process

IASLIC Bulletin follows double-blind peer-review process maintaining full confidentiality. A confidential list of referees is maintained for this purpose. Comments on each manuscript are sought normally from at least two referee(s), communicated the same to respective first / corresponding author for modification whenever necessary. The paper is accepted if improved satisfactorily and should it is found suitable for publication, otherwise rejected. Authors are communicated accordingly.

(Ref Subsection **1.3 Peer review process** of Publication policy and Authorship Manual including IASLIC Standard and Specification)

http://www.iaslic1955.org.in/fckeditor/userfiles/file/Publication_policy_Authorship_Manual_final.pdf

4. Ownership and Management

The **IASLIC Bulletin**, a *double-blind peer-reviewed journal* in the field of **Library and Information Science**, is published **quarterly** by the **Indian Association of Special Libraries and Information Centres (IASLIC)** - a learned professional society.

The General Secretary, Indian Association of Special Libraries and Information Centres (IASLIC), P 291 CIT Scheme No. 6M Kankurgachi, Kolkata 700 054, West Bengal, India is the owner of its publications as per the MoA

(Memorandum of the Association). An elected Governing Body of the association guides the General Secretary in all management aspects of the organisation. (Ref FORM IV available in the website)

5. Advisory Board and Editorial Board / Governing Bodies

IASLIC Bulletin is an editorially independent journal governed by an Advisory Board, an Editorial and support by an Editorial Working Group. An Advisory Board, consisting of eminent LIS professionals of India and abroad, guides the Editorial Board and the Editor to maintain publication ethics for promoting integrity in research and publishing the quality output in it. An Editorial Board functions independently to assist the Editor. The utmost longing of the Advisory Board and the Editorial Board is for the enrichment of IASLIC Bulletin with the adducible, prophetic and resounding contributions of LIS professionals – teachers and practitioners across the globe.

(Ref Subsection *1.2 Editorial Functionalities* of Publication policy and Authorship Manual including IASLIC Standard and Specification)

http://www.iaslic1955.org.in/fckeditor/userfiles/file/IASLIC_Bulletin_Advisory_Board%202020.pdf

<http://www.iaslic1955.org.in/fckeditor/userfiles/file/Editorial%20Board%20iaslic%20bulletin%20for%202022%201%20%20Website.pdf>

6. Editorial Team and Contact Information

On receiving the research papers, an Editorial Working Group along with the Editorial Assistants duly records it by allotting a paper identification unique number (Paper ID), scrutinises carefully for its physical verification and informs the corresponding author about the short-comings of the paper initially. On satisfaction, the paper is placed to the Editor and Editorial Board for further action of starting the double-blind refereeing process. Editorial Working Group members and contact information for Editorial Office is available at

<http://www.iaslic1955.org.in/fckeditor/userfiles/file/Editorial%20Board%20iaslic%20bulletin%20for%202022%201%20%20Website.pdf>

7. Copyright and Licensing

Author(s) of a research paper are required to sign sequentially in the ‘**Format of Author’s Declaration and Copyright Transfer**’ which would permit the Editor and the publisher of IASLIC Bulletin to print and publish the paper in the IASLIC Bulletin, a printed journal and to reproduce it whenever necessary, and to archive it in any form and also to defend it against its any improper use. The first author (or the corresponding author) is responsible for having coordination among all co-authors in this regard and for managing all communication with the editorial office of the IASLIC Bulletin. It is to note that all correspondences regarding paper submission are to be treated as confidential. Authors must maintain confidentiality regarding referees reports and other related materials which must not be posted on any website / social media / otherwise publicised without prior permission of the Editor.

(Ref Subsection *1.4 Copy Right Transfer Policy* of Publication policy and Authorship Manual including IASLIC Standard and Specification)

http://www.iaslic1955.org.in/fckeditor/userfiles/file/Publication_policy_Authorship_Manual_final.pdf

8. No Author Fees

Authors are not charged any fees either for paper submission or for manuscript processing.

9. Amendments on Identification of Research Misconduct

IASLIC Bulletin is governed by its policy for allowing amendments – i.e. corrections and retractions or withdrawal of its peer-reviewed published papers. This policy, as practiced in IASLIC, utters in that if the situation warrants, types of corrections and/or retractions are to be decided upon by the Editor with the advice of the referees and in consultation with the members of the Advisory and/or Editorial Board. Though the authors' clarifications are sought for, the Editor is the final authority to decide upon the rationale of an amendment and/or its impunity. Amendments, if any, are notified formally under the categories of erratum, corrigendum or retraction to maintain publication record and/or for scientific accuracy of what is published.

(Ref Subsection *1.7 Correction and Retraction Policy & 1.6 Publication Ethics and Prevention of Malpractices* of Publication policy and Authorship Manual including IASLIC Standard and Specification)

http://www.iaslic1955.org.in/fckeditor/userfiles/file/Publication_policy_Authorship_Manual_final.pdf

10. Publication Ethics

IASLIC is always in favour of promoting integrity in research and its publication ethics. Thus, the publication policy for IASLIC Bulletin is framed following the guidelines of different agencies like Committee on Publication Ethics (COPE) (<https://publicationethics.org>), to guide authors, reviewers, members of the Advisory Board and Editorial Board and the publisher. The important issues of worth noting are :

- (i) all information pertaining to the scripts are kept confidential prior to its publication;
- (ii) simultaneous submission and /or publication of the same article in more than one journal is a breach of publication ethics;
- (iii) each script submitted for publication must be accompanied with a plagiarism test report within the justified limit of similarity index.

The editorial board reserves the right to use any appropriate software for detecting plagiarism of the submitted script at any time.

IASLIC Bulletin is always keen for preventing publications from malpractices -- infringement of professional ethical codes and copyright agreement, submission of papers to multiple bodies for publication, undue claims of authorship or change in authorship and the likes. Such events shall attract significant punishment as may be decided by the Editorial Board from time to time.

(Ref Subsection *1.6 Publication Ethics and Prevention of Malpractices* of Publication policy and Authorship Manual including IASLIC Standard and Specification)

http://www.iaslic1955.org.in/fckeditor/userfiles/file/Publication_policy_Authors_hip_Manual_final.pdf

11. Publishing Schedule/Frequency

The ardent aim of the **IASLIC Bulletin** is to bring out original research papers of significance and value in the field of library and information science and services. It comes out quarterly in **March, June, September** and **December** every year. The full-texts are available in the printed issues (hardcopies) only, whereas abstracts are available through open access.

(Ref Subsection *1.1 Journal Frequency and Scope* of Publication policy and Authorship Manual including IASLIC Standard and Specification)

http://www.iaslic1955.org.in/fckeditor/userfiles/file/Publication_policy_Authors_hip_Manual_final.pdf

12. Access

IASLIC Bulletin provides immediate Open Access to its contents along with bibliographical details, abstracts and keywords. Author's final version of the article can be used for self-archiving by the authors for personal use, for internal institutional use and for scholarly sharing purposes with proper acknowledgement, attribution and credit for the published work. However, the final version of any paper with full-text as published in the IASLIC Bulletin may be archived or posted in any online digital repository after two years of its publication.

(Ref Subsection *1.5 Open Access Policy* of Publication policy and Authorship Manual including IASLIC Standard and Specification)

http://www.iaslic1955.org.in/fckeditor/userfiles/file/Publication_policy_Authors_hip_Manual_final.pdf

13. Archiving

Author's final version of the article can be used for self-archiving by the authors for personal use, for internal institutional use and for scholarly sharing purposes with proper acknowledgement, attribution and credit for the published work. However, the final version of any paper with full-text as published in the IASLIC Bulletin may be archived or posted in any online digital repository after two years of its publication.

(Ref Subsection *1.5 Open Access Policy* of Publication policy and Authorship Manual including IASLIC Standard and Specification)

http://www.iaslic1955.org.in/fckeditor/userfiles/file/Publication_policy_Authors_hip_Manual_final.pdf

14. Revenue sources

IASLIC is non-profit learned society engaged voluntarily in research and development in library and information science and services. Thus institutional /

organisational membership subscription extends major support on no-loss-no-profit based model towards revenue generation to meet the IASLIC Bulletin's publication expenditure.

15. Advertising

IASLIC Bulletin accepts advertisements for insertion in the journal issues subject to the approval of the Editor/Editorial Board guided by the association's advertising policy considering the scope and coverage of the journal.

The publication of advertisements does not constitute any endorsement by the Publisher or by the Editor in favour of the products advertised.

16. Direct marketing

IASLIC does not have any direct marketing activity. However, sometime third-party subscription agencies are subscribing the journal for their clients.

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