

# ◆ Manuscript Ethics Bylaws ◆

Enacted on November 7, 2008

## Article 1 (Purpose)

The purpose of these bylaws is to provide ethics regulations and relevant procedures for the manuscripts to be published by or presented at conferences organized by the Institute of Electronics Engineers of Korea (hereafter referred to as the IEEK) and impose sanctions against offenders and thereby to raise integrity of the IEEK's academic papers.

## Article 2 (Scope of Application)

These bylaws shall be applied to the manuscripts to be published in the academic journals or magazines published by the IEEK or those to be presented at academic conferences organized by the IEEK.

## Article 3 (Range of Application)

These bylaws shall be applied to a manuscript against which questions of unethical acts, such as plagiarism, falsehood, forgery, or duplicate publication, have been raised, among those published by or presented at conferences organized by the IEEK.

## Article 4 (Definition of Unethical Acts)

- ① "Plagiarism" is taking other people's writings or literary concepts (an idea, research, results of studies) without the approval and publishing them as one's own result.
- ② "Falsehood" is making things up about the data or the results which do not exist.
- ③ "Forgery" is the process of making, adapting, or imitating objects, statistics, or documents with the intent to deceive.
- ④ "Duplicate publication" is when an author submits his/her paper that has been previously published to another journal, without disclosing prior submissions. This includes the case of translating his/her own paper to publish it in another language.
- ⑤ All of the above are confirmed by the authors when uploading the manuscript.

## Article 5 (Composition of Committee)

In case questions of unethical act are raised against the manuscript published by or presented at conferences organized by the IEEK, within two weeks, the vice president in charge of the journals shall organize an investigating committee consisting of six members or less, including the executive directors in charge of the journals and academic affairs, the editor-in-chief in charge of the concerned paper, and the vice president shall become the chairman of the committee (hereafter referred to as the committee).

## Article 6 (Judgment of the Unethical Acts)

The chairman shall send a letter of inquiry on unethical acts (with regard to the concerned manuscript) to all authors of the concerned manuscript, within two weeks after composing the committee, and demand them to submit individually a written explanation within two weeks. Upon receiving the letters of explanation, the chairman shall convene a meeting of the committee to review the explanation within two weeks. In case unethical acts are recognized at the meeting, the committee shall decide the contents of the unethical acts, and make a decision on disciplinary action by selecting reprimand or warning, in accordance with the gravity of the unethical act.

## Article 7 (Disciplinary Measures)

The chairman shall report the committee's judgment and decision on the unethical acts (with regards to the concerned manuscript) to the president of the IEEK, who shall refer the case to the IEEK's board of directors. After the board's vote on the final decision regarding the unethical acts, the president of the IEEK shall take the following steps:

- ① Warning - All the authors of the concerned manuscript shall be notified of the fact, and the already published manuscript shall be invalidated. A warning shall be given, so that the authors take caution in writing manuscripts in the future.
- ② Reprimand - All the authors of the concerned manuscript shall be notified of the fact, and the already published manuscript shall be invalidated. Also, the already published manuscript shall be invalidated, and the fact of plagiarism and the resultant deletion shall be posted on the IEEK's website for three months. Also, all the manuscripts of the authors currently under review by the IEEK or waiting to be published in the IEEK's publications shall be disqualified. In addition, all authors of the concerned manuscript shall be disqualified in submitting manuscripts to the IEEK for the coming 36 months.

## Supplementary Provisions

These bylaws shall be applied starting from November 7, 2008