

Author Guidelines based on the BDU Journal of Law Policy

The Law School of Bahir Dar University publishes a peer-reviewed journal of law, the *Bahir Dar University Journal of Law* (BDU Journal of Law). The Journal is a biannual publication that has appeared in July and December every year since 2010. The Journal is available in HeinOnline, and on the University's website at the link <http://bdu.edu.et/pages/journal-law> . The main aim of the *Journal* is to create a forum for the scholarly analysis of Ethiopian and International law. This brief guideline is prepared based on the Journal's Policy with a view to inform potential contributors.

Priority in Publication

The *Journal* seeks to publish contributions on both international law and Ethiopian legal science, justice system and jurisprudence.

Content of the Journal

The *Journal* publishes:

1. *Feature Articles*: these are scholarly writings on any law or law related topic that meet the rigours of academic writing. The *Journal* shall feature at least three articles in each issue.
2. *Case Comments*: these are contributions in which authors critically comment upon cases decided by the highest courts at the federal and regional states and by arbitration centres and stand out for any reason.
3. *Book Reviews*: these are contributions in which any book on Ethiopian law, the Ethiopian justice system or a book with special significance in the field of international law may be reviewed.
4. *Reflections/Notes*: these are contributions in which authors canvas their insightful personal thoughts on legal and justice related issues of common concern to the legal community.
5. *The Best Student-Essay*: the issue of the *Journal* that appears in December of every

year, whenever possible, features the student essay that won the Best Student-Essay Award for the year.

Process of Submission

1. Contributions may be submitted as an attached Microsoft Word document in an email to:

The Editor-in-Chief

bdujol@yahoo.com

at any time for publication in the next *Journal*.

2. Authors should submit a separate cover letter as an attached MS Word document, in the same email as the article submission, which includes

- name of the author(s);
- educational qualification;
- institutional affiliation;
- current occupation;
- contact address (e-mail and phone number); and
- an abstract of the article of a maximum of 250 words.

3. The article attached to the email should be prepared for blind review. Therefore, it should be free from any self-identifying information about the author(s). Identifying information should be indicated only in the separate cover letter and email referenced above.

4. All English version contributions should be submitted in Microsoft Word document format, written in 12 point font, 1.5 spacing, left justified, Times New Roman, with a margin of 1 inch all sides; and Footnotes in 10 point font, single space, Times New Roman.

5. All Amharic version contributions should be submitted in Microsoft Word document format, written in 12 point font, 1.5 spacing, justified, Nyala, with a margin on 1 inch all sides; and footnotes in 10 point font, single space, Nyala.

Size of Contributions

The size of contributions shall be as follows:

- a) Feature Articles: Min 15 pages, Max 30 pages
- b) Case Comments: Min 3 pages, Max 15 pages
- c) Book Review: Min 3 pages, Max 5 pages
- d) Reflections/Notes: Min 3 pages, Max 15 pages
- e) Best Student-Essay: Min 5 pages, Max 15 pages

Requirements as to Reference and Presentation Style

Bahir Dar University Journal of Law uses the following style and citation rules.

1. *Author's affiliation*: The author's affiliation shall be indicated in a footnote marked by an asterisk and not by an Arabic number. Authors shall refer to themselves, if at all, in the third person throughout the text.

2. *Headings*: manuscripts shall have an abstract and introduction. The body should be arranged in a logically organized headings and sub-headings. Headings in the various sections of the manuscript shall be aligned to the left margin of the page and shall be as follows:

Abstract

Introduction

1. First Heading

1.1. Second Heading

1.1.1. Third Heading

1.1.1.1. Fourth heading

i. Fifth heading

a. Sixth heading

Conclusion

3. *Citation Rule:* Bahir Dar University Journal of Law follows footnote citation style. The style of referencing for any contribution to Bahir Dar University Journal of Law shall be guided by the latest editions of the Blue Book Citation Rules and its customized version annexed at the end of this policy.

Frequency of Publication

The *Journal* is a biannual publication that will appear in July and December every year.

Language of Publication

1. Contributions can appear in the *Journal* in Amharic or English language.
2. Contributions shall be published in the language their author has originally authored them in.

Exclusivity of Contributions

All contributions that appear in the *Journal* should be unpublished original works of the author.

Manuscript Review Procedure

1. Reviewers shall not be provided the identity of the author of the contribution. Authors will not be allowed to know the identity of the reviewer of the author's contribution.
2. The Editor-in-Chief shall make sure that all identifying information is removed from the contribution and assigned a code.

Feature Articles

1. Feature articles shall first be reviewed by the Editor-in-Chief for consistency with the editorial policy of the Journal.
2. Feature articles, which the Editor-in-Chief considers acceptable, shall be referred by the Editor-in-Chief to a member of the editorial committee, or a staff member of the School and an external reviewer who is not the staff member of the School for rigorous review process. However, the editor-in-chief may also refer feature articles to a third reviewer where he finds it necessary.

3. Reviewers shall report their decisions based on the evaluation form to

- ‘accept as it is’;
- ‘accept with minor revision’;
- ‘accept with major revision’; or
- ‘reject’.

4. If a manuscript is accepted with modification, it will be returned to the author for revision.

5. Manuscripts accepted with major/minor revision, revised by the authors to the satisfaction of the editorial committee shall be accepted for publication.

6. The anonymous reviewers shall review the article based on the following criteria. Reviewers will assign points out of a total possible of 100. Reviewers are asked to send feedback to the Editor-in-Chief within fifteen days of receiving the article. The criteria are:

<i>Clarity</i>	10%
<i>Organization</i>	15%
<i>Novelty and contribution to legal science</i>	25%
<i>Depth of scholarship</i>	25%
<i>Documentation</i>	15%
<i>Relevancy to international law or the Ethiopian legal system..</i>	10%

7. Articles that get an average point total of less than 60 points shall be rejected and the decision shall immediately be communicated to the author.

8. Articles that get an average point of 60 points or above may be published in the *Journal* provided that the author duly addresses comments forwarded by the reviewers and the Editorial Committee. However, an article that gets an average point of 60, but with 20 or more points’ difference between two reviewers shall be subject to additional review.

9. The contributions that appear in a single issue of the *Journal* shall be selected by the Editorial Committee by taking into account the points earned by each contribution.

10. Authors shall be notified as to whether or not their contribution will appear in the issue of the *Journal* under preparation for publication or in which issue of the *Journal* it will feature.

Contributions other than Feature Articles

All contributions other than feature articles shall be reviewed by the Editorial Committee, which decides on the publishability of such contributions based on criteria drawn up in advance by the Committee.

Disclaimer

Opinions expressed in the *Journal*, except the message from the Director of the Law School and the Editor-in-Chief, reflect the views of the authors and not that of the *Journal*, the Editorial Committee or the Law School.

Copyright

The copyright owner of the *Journal* is Bahir Dar University. All contributors will be required to sign a copyright agreement.

Complimentary Copy

Authors may be provided with two complimentary copies of the issue of the *Journal* in which their contribution appears.

Annex 1

Citation Rule

Italicization

All non-English words must be italicized.

Emphasis

To indicate emphasis use italics.

References

All contributions should duly acknowledge any reference or quotations from the work of other authors or the previous work of the author. Reference shall be made in the original language of the source document referred to.

Quotations

Quotations of more than three lines should be indented left and right without any quotation marks. Quotation marks in the block should appear as they normally do. Quotations of less than three lines should be in quotation marks and not indented from the text. Regarding alterations in a quotation, use:-

Square bracket “[]” to note any change in the quoted material,

Ellipsis “...” to indicate omitted material,

“[sic]” to indicate mistake in the original quote.

Footnotes

Footnotes should be consecutively numbered and be set out at the foot of each page and cross-referenced using *supra*, *infra*, *id.* and *ibid.*, as appropriate. Footnote numbers are placed outside of punctuation marks.

References in footnotes

References in footnotes should generally contain sufficient information about the source material. In general, references should have the content and style outlined below in the illustrations for the various types of sources.

Authored Book

Andrew Burrows, *Remedies for Torts and Breach of Contract*, 3rd edition, Oxford University Press, (2004), p. 317, [hereinafter Andrew, *Remedies for Tort and Breach of Contract*].

Book with Volumes

Julian Roberts and Mike Hough, *Public Opinion and the Jury: An International Literature Review*, Ministry of Justice Research Series 1/09, (2009), p. 42

Contributions in edited books

Dieter Fleck, *the Law of Non-International Armed Conflicts*, in Dieter Fleck, (ed.), *The Handbook of International Humanitarian Law*, Second Edition, Oxford University Press, (2008), p. 613, [hereinafter Dieter, *The Handbook of International Humanitarian Law*]

Journals Articles

Alebachew Birhanu, *Transitional Justice through Prosecution: The Ethiopian Red-Terror Trial in Retrospect*, *Bahir Dar University Journal of Law*, Vol. 1, No.1, (2010), p. 127

Online Journal Articles

Graham Greenleaf, *The Global Development of Free Access to Legal Information*, *European Journal Law and Technology*, Vol.1 No.1, (2010), available at <http://ejlt.org/article/view/17> last accessed on 27 July 2010

Forthcoming Articles

Cite forthcoming articles in the same way as published articles, following the citation with '(forthcoming)'. If volume and/or page numbers are not yet known, simply omit that information.

Laws

The Constitution of Federal Democratic Republic of Ethiopia, Proclamation No.1/1995, Federal Negarit Gazette, (1995), Article 9

Revised Family Code, Proclamation No. 213/2000, Federal Negarit Gazette, (2000), Article 1

Treaties

Vienna Convention on the Law of Treaties (VCLT), United Nations, Treaty Series, Vol. 1155, (1969), Article 31

Resolutions

General Assembly Resolution 67/97, The Rule of Law at the National and International levels, A/RES/67/97, (14 December 2012), available at www.un.org/en/ga/67/resolutions.shtml last accessed on 19 March 2015

Cases

Landinelli Silva et al. v. Uruguay, Communication No. 34/1978, Human Rights Committee (HRC), CCPR/C/12/D/34/1978, (8 April 1981) para 9

የኢትዮጵያ መድን ድርጅት vs. ጊታሁን ሀይሉ፤ ጠቅላይ ፍርድ ቤት ሰበር ሰሚ ንቱሎት፤ መ.ቁ. 14057፤ 1998 ዓ.ም.

Conference Papers

Ben McFarlane and Donal Nolan, Remedying Reliance: The Future Development of Promissory and Proprietary Estoppel in English Law, Obligations III conference, Brisbane, (2006), p. 25

Theses

Javan Herberg, Injunctive Relief for Wrongful Termination of Employment, DPhil thesis, University of Oxford, (1989), p. 10

Websites and Blogs

Sarah Cole, Virtual Friend Fires Employee, Naked Law, (1 May, 2009), available at www.nakedlaw.com/2009/05/index.html last accessed on 19 November 2009

Newspaper Articles

Kassahun Chanie, NBE Devalues Birr and Adjusts Interest Rate, the Ethiopian Herald, (11 Oct 2017), p. 1

Press Releases

The White House, Office of the Press Secretary, Secure the Border by Deterring and Swiftly Removing Illegal Entrants, October 08, 2017

Interview

Interview with Elias Hizkeal, Department Head, School of Law, Bahir Dar University, (4 August 2003)

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