

Dated:

ANNEX-A

## PAKISTAN MEDICAL & DENTAL COUNCIL ISLAMABAD

### CRITERIA FOR PM&DC RECOGNIZED JOURNALS

The Journal should be regularly published.

The old journals published regularly should meet the following criteria in order to prove the regularity.

1. Six months publication      It should have published 6 issues in the last 3 years.
2. Quarterly publication        It should have published 8 issues in the last 2 years.
3. Monthly publication          It should have published 24 issues in the last 2 years.

The New journals published should meet the following criteria in order to prove the regularity:-

1. Six months publication      It should have published 4 issues in the last 2 years.
2. Quarterly publication        It should have published 8 issues in the last 2 years.
3. Monthly publication          It should have published 12 issues in the last 2 years.

The Institutions/organizations interested to have their journals recognized by PM&DC must send the copies of the last two years issues to PM&DC Journals Library. In case of journal started publishing recently it should have published at least four issues to meet the criteria.

#### 2. **The Journal should have diverse Editorial Board / Advisory Board.**

- a. The credentials of the board members should be taken into consideration.
- b. 25% percent of the board members be from the outside.

#### 3. **It should be "Peer Reviewed"**

- a. The policy of blind review should be followed.
- b. Peer reviewed at least by two reviewers.

#### 4. **Frequency of Publications**

- a. Journal will be bound to publish as per frequency declared in its press declaration form.
- b. Journal should be published at least quarterly for its recognition by the Council.

5. **Editorial Board:**

Editorial Board will be headed by a medical/dental person.

6. **Peer Review:**

Each article must be peer reviewed at least by two persons.

7. **Publication of Index:**

Author index must be published annually and put on website also.

8. **Evaluation of Performance of Journal:**

Performance of each recognized journal will be reviewed once in three years by the Council, however, a new journal will be reviewed for recognition after it has published four issues. To apply for renewal as well as for fresh recognition kindly fill out Form-J annexed with these regulations.

9. **Recognition / De-recognition:**

If Journal's Committee at any time feels that the performance of the Journal has deteriorated sufficiently, the Editor of the Journal will be served a show cause notice and after giving full opportunity, a final decision about de-recognition of the journal shall be taken by the Council.

10. **Correspondence by PM&DC:**

PM&DC will correspond with the Editor or the Focal person of the Journal who has been nominated by the Editor to correspond with PM&DC.

11. **Journal Registration Number & Fee:**

Each Journal approved by the Council will be allotted a Registration/index number and a registration fee of Rs.5000/- (Rupees five thousand only) for three years will be charged.

12. **Undertaking by the Authors:**

Undertaking to the effect that the article will not be presented to any other Journal for publication shall be obtained from all authors by the Editor before publishing any article. This undertaking may be provided to PM&DC on demand within two years of publication.

13. **Website**

For maintenance of recognition all Journals shall maintain a website with complete archives and PM&DC shall give linkage to all journals from PM&DC website.

#### 14. Plagiarism

Plagiarism shall be a punishable offence and the author making him liable for disciplinary action. All articles shall be processed through "TURNITIN" software and certificate should be made availability by the editor. Articles with similarity index within more than 19% should not be published.

15. Any author can published only one article in an issue as 1<sup>st</sup> author.
16. Journal should follow the policy of international Committee of medical Editors (ICMJE).
17. Reference should be following VENCHOR'S style.
18. Minimum 8 original articles should be published in an issue.
19. PM&DC will encourage online submission / peer review/publication in two years time and full text articles be made available in archives. PM&DC shall give website link to all recognized journals.

#### CREDIT FOR PUBLICATION OF RESEARCH PAPERS

1. Credit may be given equal to 1<sup>st</sup> three authors who will be nominated by the principal author and will be notified to the Editor before publication. 10/10 (Full credit)
2. Letter to Editor. No Credit
3. Case Report. No Credit
4. Review Article / Chapter / Text Book No Credit
5. Dissertation/Thesis No Credit
6. Letter of Acceptance No Credit