

GUIDELINES FOR AUTHORS

The journal *Pravni zapisi* (*Legal Records*) publishes works in legal and social disciplines. The journal accepts electronic submissions through the ASEESTANT system. Submissions can be delivered through the following link: <http://aseestant.ceon.rs/index.php/pravzap/user/register>.

Detailed guidelines for submissions can be found on the web page of *Pravni zapisi* - <http://pravnofakultet.rs/pravni-zapisi/7-about/393-pravni-zapisi-english.html>

Pravni zapisi accepts exclusive submissions, not previously published, nor in the review process with another journal. By submitting a manuscript the author agrees to publication of his/her work on the web site of the journal, i.e. web site of the Union University Law School Belgrade.

The journal publishes articles, essays, book reviews, notes and comments analysing legislation and legal practice, students' works and other similar submissions. All articles are subjected to an anonymous peer review process involving two reviewers selected by the Editorial Board of the journal.

In principle, articles should not exceed 28.800 characters including spaces, in Times New Roman font, 12 pt, 1,5 spacing, left margin 3,5 cm, right margin 3 cm.

Articles are published in the Serbian language, in Latin script with a summary in English at end of the text (up to 2.000 characters) and in other languages and script with a wider summary in Serbian. An abstract at the beginning of the article (up to 1.000 characters) should contain the research goal, methods, results and conclusions. The abstract is followed by up to 10 key words. Other types of submissions, other than articles, are published in Serbian, in Latin script without a summary, abstract and key words. If the text contains a table, picture or a chart, they are submitted to the Editorial Board separately, in their original format, with the same font and spacing as the basic text. Footnotes are written in 10 pt font.

Rules of citation

In order to harmonise its referencing style with some of the leading international databases intended for evaluation of scientific journals, *Pravni zapisi* uses a modified Harvard referencing style.

Articles published in *Legal Records* must be cited in the following format:

Šarčević, E., 2010, Karakteriziranje dejtonskog ustavnog modela – o jednom neuspješnom ustavnom eksperimentu, *Pravni zapisi*, 1, pp. 38–42.

When quoted, the name of the journal *Pravni zapisi* should always be written in Serbian.

Citation of monographs

Poznić, B., 1993, *Građansko procesno pravo*, Belgrade, Savremena administracija, p. 25.

Mitrović, D., Kumpan, A., 2010, *Osnovi međunarodnog privatnog prava*, Belgrade, Union University Law School, p. 50.

Citation of contributions in collections or journals

Popović, D., Načela parlamentarnog uređenja, in: Janjić, D. (ur.), 2000, *Principi ustavne deklaracije*, Belgrade, pp. 43–50.

Dimitrijević, V., 1963, Nacrt deklaracije Ujedinjenih nacija o pravu azila i neka aktuelna pitanja azila i izbeglištva, *Međunarodni problemi*, 4, pp. 55–66.

When referencing an author whose contribution in a collective publication does not have a separate title (usually the case with legal commentaries), only the collective publication should be listed in the bibliography. E.g. if Jovanović wrote some pages in a commentary edited by Popović, the footnote should be as follows:

Jovanović, J. in: Popović, P. (ed.), *Komentar*, and in the bibliography at the end of the article only: Popović, P. (ed.), *Komentar*.

When the contribution has its own title, the footnote should be as follows:

Jovanović, J., Nehat, in: Popović, P. (ed.), *Komentar*. In this case, both the footnote and the bibliography should contain the name of the author of the contribution, i.e.: Jovanović, J., Nehat, in: Popović, P. (ed.), *Komentar*.

Citation of theses and dissertations

Karamarković, L., 2003, *Poravnanje i medijacija*, doctoral dissertation, Union University Law School Belgrade.

Citation of texts from newspapers (printed editions)

Milikić, M., 2013, Sudije već tri godine niko ne ocenjuje, *Danas*, 12–13 January, p. 4, column a.

Citation of texts from newspapers (available on Internet)

Derikonjić, M., 2011, Apel stručnjaka zbog propusta u reformi pravosuđa, *Politika Online*, (<http://www.politika.rs/rubrike/Hronika/Apel-strucnjaka-zbog-propusta-ureformi-pravosudja.lt.html>, 12.01.2011)

Repeated citation

Citation of a single text by an author: Poznić, B., 1993, p. 55.

Citation of a text on a number of pages which are accurately determined: Poznić, B., 1993, pp. 55–60.

Citation of a number of pages which are not accurately determined: Poznić, B., 1993, p. 55 etc.

If more titles of the same author from the same year are cited, for repeated citation these titles should be marked with a, b, c etc. in order of appearance in the article: Petrović, M., 2001a.

Citation of data on the same page of the same work as in the previous footnote: Poznić, B., 1993.

Citation of data from the same work as in the previous footnote, on another page: Poznić, B., 1993, p. 75.

Works presented in published conference proceedings

Brown, C., 2008, Multicriteria analysis, pp. 89–112, *Operational Research Conference*, London, September 17–19.

Citation of legislation

Advertising Law, *Official Gazette of the RS*, No. 79/05.

If the mention legislation is cited later: AL, *Official Gazette of the RS*, No. 79/05.

For amended legislation: Law on the Constitutional Court, *Official Gazette of the RS*, Nos. 109/07, 99/11 and 18/13.

Presenting articles, paragraphs and items in legislation: Article 7 para. 2 item 4 of the Law; Article 8 paras. 3 and 4 have the Law; Article 9 para. 5 items 6-7 of the Law; Articles 3, 4, 5 and 7 of the Law; Articles 5-9 of the Law; Articles 7, 9 and 12 etc.

Citation of international case law

General rules:

1. Titles of cases should be written in *italic*.

2. *Versus* should be abbreviated to “v”.
3. Where appropriate, the abbreviated title of the case should be listed in parentheses, also in *italic*.
4. If a part of the judgement/decision is cited, the reference should contain the page number or paragraph in which the cited text appears.

International Court of Justice

The name of the court should be given in its English abbreviation (ICJ), with the full title of the case *in italic* and in the case of interstate disputes with determination of parties to the dispute in parentheses, type of decision, date, publication in *italic*, the first page in which the case appears, page and paragraph in which the referenced part of the text appears.

- e.g. ICJ, *Military and Paramilitary Activities in and against Nicaragua* (Nicaragua v. United States), Judgment of 27 June 1986, *ICJ Reports 1986*, p. 14, p. 62, para. 109.
Interpretation of the Agreement of 25 March 1951 between WHO and Egypt, Advisory Opinion of 20 December 1980, *ICJ Reports 1980*, p. 73, pp. 89-90, para. 37.

In case a dissenting opinion is cited, after the date of the decision the type of dissenting opinion and surname of the judge should be given:

- e.g. ICJ, *Military and Paramilitary Activities in and against Nicaragua* (Nicaragua v. United States), Judgment of 27 June 1986, Dissenting
Opinion of Judge Schwebel, *ICJ Reports 1986*, p. 259, p. 388, para. 257.

Permanent Court of International Justice

- e.g. PCIJ, *Status of Eastern Carelia*, Advisory Opinion of 23 July 1923, Series B, No. 5, p. 7.

International criminal tribunals

English abbreviation of the name of the tribunal (ICTY, ICTR), full title of the case *in italic*, chamber, number of the case, type of decision, date, Internet site where the decision can be downloaded from in parentheses followed by the date when the page was accessed (in accordance with citation of texts from the Internet) and number of para. which is cited.

- e.g. ICTY, Appeals Chamber, *The Prosecutor v. Dusko Tadic*, IT-94-1, Decision
on the Defence Motion for Interlocutory Appeal on Jurisdiction of 2 October 1995 (http://***, DATE), para. 17.
ICTR, Trial Chamber, *The Prosecutor v. Ignace Bagilishema*, ICTR-95-1,
Judgment of 7 June 2001 (http://***, DATE), para. 85.

European Court of Human Rights

English abbreviation of the courts name (ECtHR), full title of the case *in italic*, application number, type of decision, date, paragraph in which the cited part of the text is.

- e.g. ECtHR, *Osman v. the United Kingdom*, no. 23452/94, Judgment of 28 October 1998, para. 116.

When decisions of the Grand Chamber are cited, its English abbreviation in square parentheses should be written after the date.

- e.g. *Lautsi and Others v. Italy*, no. 30814/06, Judgment of 18 March 2011 [GC], para. 70.

If a dissenting opinion is cited, apply accordingly the rule for citation of judgements of the International Court of Justice (after the date of the decision write the type of dissenting

opinion and surname of the judge) and provide the number of paragraph in the opinion referred to.

e.g. *Lautsi and Others v. Italy*, no. 30814/06, Judgment of 18 March 2011 [GC], Concurring Opinion of Judge Bonello, para. 3.5.

UN documents

Title of the document, determination that it is a UN document (UN doc.) followed by the official numeration of the UN and the date of adoption of the document in parenthesis.

e.g. UNSC Resolution 1244, UN doc. S/RES/1244 (10 June 1999).

Human Rights Committee, *Consideration of reports submitted by States parties under article 40 of the Covenant, Concluding Observations of the Human Rights Committee, Serbia*, UN doc. CCPR/C/SRB/CO/2 (20 May 2011).

Citation of EU documents

Commission Decision 93/42/EEC of 21 December 1992 concerning additional guarantees relating to infectious bovine rhinotracheitis for bovines destined for Denmark.

Citation of texts from the Internet

Gajin, S., 2012, *Ljudska prava, Pravno-sistemska okvir*, Belgrade, Pravni fakultet Univerziteta Union u Beogradu, (http://www.pravnifakultet.rs/images/2012/Sasa_Gajin_-_Ljudska_prava_E_izdanje.pdf, 01.01.2013).

In materials from the Internet authors are often not listed. If the name of the author exists it should be given in the reference. In the worst case, provide only the Internet address.

Walter, M., Konaguchi, J., Multicriteria analysis, (<http://www.gigabook/multicriteriaanalysis.pdf>, 05.05.2005) or

http://www.echr.coe.int/echr/homepage_EN.

A bibliography at the end of the text is obligatory.

Bibliography (list of references) is organised in alphabetical order according to: the first letter of the author's surname; the first letter of the first word in the name of the organisation if the author is unknown or the first letter in the title of the reference if neither the author nor the organisation is known.

The bibliography should contain all the materials used, i.e. mentioned in the text. Bibliography should be numbered. Bibliography should be separate from legal sources. The author should first list the bibliography list, then the list of legal sources and after that the list of case law.

When an author has a preposition in his name (de, della, van, von, zu or similar) written after the first name, the preposition is written after the first name of the author in the footnote and bibliography (e.g. Jean de Page is referenced as: Page, J. de) and the order in the bibliography is determined according to the first letter of the author's surname.