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HARAMAYA LAW REVIEW: POLICIES AND SUBMISSION GUIDELINES (2ND EDN., 2016)

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Article 5**Scope of the Journal**

The *Haramaya Law Review* (HLR) publishes original scholarly works on any topic relevant to the legal community, including analysis of domestic or international laws and cases, the African Union and other international organizations, challenges and lessons from domestic practice, and original field research.

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Article 18**Ethical Declaration by Manuscript Author(s)**

1. All contributions in the Journal shall be original works of the author(s).
2. Author(s) are required to sign and submit a declaration to the effect that the contribution is not duplication or excerpt of previously published work (See ANNEX III: AUTHOR DECLARATION FORM).
3. The author(s) declare that the manuscript:
 - a. Is submitted solely to HLR or that it is not under consideration for publication elsewhere;
 - b. Is free of any conflict of interests such as financial, organizational, personal or among co-authors;
 - c. Has been carefully read and explicitly approved by all authors;
 - d. Does not contain any defamatory, abusive and deceitful elements; and
 - e. Is based on their original work free of data manipulation.
 - f. May not be withdrawn without prior consent of the Journal.
4. In the event of breach of ethical declaration, all the authors' rights shall be revoked and they shall be barred from participating in future Journal affairs.
5. **Plagiarism and Similarity**

The HLR uses the latest software to detect instances of overlapping and similar text in submitted manuscripts. Any instance of content overlap is further scrutinized for suspected plagiarism according to the Journal's Editorial Policies. The Journal allows an overall similarity of 15% for a manuscript to be considered for publication.

Article 19

Types of Manuscripts

1. **Feature Articles:** Article is original research work that focuses on specific thematic legal issues.
 - a) In the research, a critical analysis of the legal issues and the relevant principles/doctrines are often made to criticize, illuminate or justify the application of legal rules, precedents, principles, etc.
 - b) The research article, whether qualitative/doctrinal or quantitative/empirical, must be original and of high quality for publication.
 - c) The article can range between 15 - 30 pages in length or 8,000 to 15,000 words.
 - d) Full length article could include case comments based on decisions (including arbitral awards) of significant impact or importance with critical analysis of its rulings and theoretical foundations.
2. **Case Reviews:** In a case review, the formulation or application of legal rules or precedents can be elucidated to show the significance or implication of the decisions or the underlying principles. The length of a case review may range between 5 - 10 pages or 3,000 to 10,000 words.
3. **Notes or Reflections:** A note is a writing that covers a range of topics without a deeper critical analysis of the issues. In most cases, the note makes a brief summary of the relevant literature on the topic or subject matter. The length of a note may be between 5 - 10 pages or 3,000 to 10,000 words.
4. **Book review:** A book review is an original work of scholarship that involves review of the topics/issues covered in a book. In particular, the review may be made in the form of a succinct summary of the important issues under each chapter with a comment or an appraisal of the topics covered in the book. The review may be 5 - 8 pages long or 3,000 to 8,000 words.
5. **Legislation Reviews:** This is a short submission designed to review important part of a legislation to inform audiences about the salient features of it – usually new legislation. It is designed to inform audiences about state and federal legislation, how it can affect interests and what one can do about it. Its length usually ranges between 5 - 10 pages or 3,000 to 10,000 words.
6. The Editor-in-Chief may waive the page or word limits of a manuscript by a third if the content and style of the manuscript is exceptional and justifies it.

Article 20

Formats of Manuscripts

1. HLR accepts submissions ONLY in soft copies through its designated email address preferably in doc format (MS Word).
2. Manuscripts shall be written in Times New Roman style (Power Ge'ez Unicode for Amharic texts), 1.5 space, 12 Font size, 1" margins on both right and left sides, and with 0.5" header and footer, and Footnotes in single space, and 10 Font size.
3. Manuscript shall include, at least, Title, Author(s) Name with detailed profile, affiliation and full address for correspondence, Abstract (250 words), Keywords (five to seven), Introduction (including methodology section), body (further sub divided into sections), and Conclusion (Recommendations).
 - a. **Title:** Must be less than a sentence that adequately reflects the subject and scope of the work.
 - b. **Author(s):** Full name(s) of authors, affiliation (institution names), full address for correspondence (especially email) and acknowledgements shall appear as footnote marked by an asterisk.
 - c. **Abstract:** It should briefly introduce the subject, precisely summarize the aim, findings and purpose of the manuscript including notes and reviews. As a summary of the entire paper, not just the conclusions. An abstract must be able to stand alone, separate from the rest of the paper. The use of abbreviations must be minimized and citation of references must be avoided in the abstract.
 - d. **Keywords** - Five to seven keywords representing the main content of the article appearing in alphabetical order following the abstract.
4. **Internal organization:** Headings and sub-headings (including the Introduction and Conclusion) should be clearly indicated and should be numbered. All **Headings** must be written in the same style and bolded. This shall appear in the following way:

I. THIS IS HEADING 1

A. This Is Heading 2

1. This is Heading 3

5. **Quotations:** In general, three consecutive words or more copied from a source should be treated as a direct quotation (given quotation marks and a citation).
 - a. Quotations of less than 50 words should be presented in the text with double quotation marks.

3. Based on the evaluation of the external reviewers, if the Editorial Committee feels that the work is far below the required standard, the work will be rejected and the decision will be communicated to the author(s) with the reasons for the rejection.
4. The Editorial Manager shall communicate the author(s) of manuscripts accepted for publication to do the final proof reading before publication.
5. Depending on the responses from authors, HLR aspires to complete the processing of a manuscript (from submission to publication) within three months.

Article 26

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1. Authors who wish to republish their manuscripts that have been published elsewhere shall ensure that they have appropriate permission(s), indicate clearly that the material has been published, and clearly state the original source of the material.
2. The Journal may consider for re-publication of manuscripts which were previously published only as abstracts or extended abstracts, as thesis or part of thesis, proceedings (published in a different form and process than that of the Journal), reports by institutions (in a different form than that of the Journal), or translation from a different language etc.
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5. Manuscripts published in HLR may be reproduced (except for non-commercial uses) or republished elsewhere with prior written permission from the Journal and acknowledging its original publication (See also Art. 30: Copyright of this guidelines).

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Article 29

Opinions expressed in the Journal

Opinions expressed in the Journal, except the message from the Editorial Committee and College, reflect only the views of the respective authors and not that of the Journal or the Editorial Committee or the University or the College.

Article 30

Copyright

1. The Journal/College of Law/Haramaya University shall have copyright over the contributions published in the Journal. However, authors may republish their works with prior permission from the College. Details shall be regulated by the applicable laws of the country.

2. The Journal is protected by **Attribution-Non Commercial-No Derives [CC BY-NC-ND]** license.

Article 31

Complaints and Appeal Process

Anyone who is dissatisfied with any decisions of the Editorial Committee may appeal to College AC within 15 days from the date when the decision was communicated to him/her.

Article 32

Publication and Dissemination Policy

1. Haramaya Law Review is published both online and in print. The online publication is made through:
 - a. Haramaya University website: <http://www.haramaya.edu.et/academics/college-of-law/>
 - b. African Journals Online (AJOL): <http://www.ajol.info/index.php/hlr/>
 - c. Hein Online: <http://heinonline.org/HOL/Index?index=journals/haramlr&collection=jour/>
 - d. Cite factor: <http://www.citefactor.org/>
2. Editorial Committee shall continue its effort to get the Journal indexed by different institutions and platforms, and make it available in different digital data bases.
3. The Editorial Committee shall determine relevant legal and academic institutions, individuals and libraries for distributing the printed copies. In addition, the printed copies shall be available at Haramaya University Book Center, and other book shops for sale.
4. Authors and reviewers may get a complimentary copy of the Journal that their work features.

Article 33

Publication Fee

1. HLR does not charge any one for manuscript submission nor for processing.
2. Haramaya University, from its own fund or sponsors, covers all Journal processing and printing costs.

Article 34

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ANNEX I: SAMPLE CITATIONS FOR HARAMAYA LAW REVIEW

GENERAL

All contributions to the Haramaya Law Review should follow this rules of citation. All citations should be in the style of **'The Bluebook: A Uniform System of Citation'**. If you've doubts as to how to cite a particular source, provide enough information to allow an editor to easily locate the document.

1. Books

- Full Author Name, Title of the Book, Publisher, (edition number – if any, Year of Publication)
- European/foreign names should appear in their natural order (family names followed by given names) and Ethiopian names in their natural order too beginning with given name.
- Works by two authors are cited using both names separated by “&”.
- If the book has more than two author or editor, the names of all should be provided.
- If the book contains contributions by several authors, the name of the editor(s) should appear in place of an author and the fact that she/he is the editor should be indicated in parentheses.
- If the book has more than one volumes, it should be given in Arabic numerals in the manner illustrated below.

Examples

DEBORAH L. RHODE, JUSTICE AND GENDER 56-59 (1989).

CHARLES DICKENS, BLEAK HOUSE 49-55 (Norman Page ed., Penguin Books 1971) (1853).

WAYNE R. LAFAVE & AUSTIN W. SCOTT, CRIMINAL LAW § 5.4 (2d ed. 1986).

BAHRU ZEWDE & DIEGFRIED PAUSEWANG (EDS), ETHIOPIA: THE CHALLENGE OF DEMOCRACY FROM BELOW (United Printers, Addis Ababa, Ethiopia) (2006), at 17-18.

ABERRA JEMBERRE, LEGAL HISTORY OF ETHIOPIA – 1434 – 1974: SOME ASPECTS OF SUBSTANTIVE AND PROCEDURAL LAWS (Rotterdam: Erasmus Universiteit and Leiden: Afrika-Studiecentrum) (1998).

PHILIP KYLE, PEOPLE AND PLACES, (Dante Press, Vol. 5, 2003).

Works in a Collection or Book Chapter:

- Book chapter or work in collection should indicate name of the author(s) and title of the chapter followed by the word ‘in’ Vol # (if any), title of the book, page at with the chapter begins and referred pages, if any. Editors, translators, publisher and date appears at the end in parenthesis form.

John Adams, Argument and Report, in 2 LEGAL PAPERS OF JOHN ADAMS 285, 322-35 (L. Kinvin Wroth & Hiller B. Zobel eds., 1965).

Institutional Authors

ENVIRONMENTAL PROTECTION AUTHORITY, ENVIRONMENTAL POLICY OF ETHIOPIA (1997).

2. Law Review Articles

- Should include author(s) full name, Title of the article, Volume (Issue) number, JOURNAL TITLE, page on which article begins, year of publication, specific page(s) cited
- If the article is co-authored by more than two authors, all co-authors should be listed.

Examples

Charles A. Reich, *The New Property*, 73 YALE L.J. 733, 737-38 (1964).

Justice Richard J. Goldstone, *Women, Children, and Victims of Massive Crimes: Legal Developments in Africa*, 31 FORDHAM INT'L L.J. 285 (2007).

Fekadu Petros, *Underlying Distinctions between Alternative Dispute Resolutions (ADR), Shinglina and Arbitration*, 3(1) MIZAN LAW REVIEW 105-133 (2009).

Mulugeta Getu, *The Ethiopian Environmental Regime Versus International Standards: Policy, Legal, and Institutional Frameworks*, 1(1) HARAMAYA LAW REVIEW 43, (2012).

3. Magazines or Newspapers:

- Should contain Name of the author(s), Title of the Article or piece referred, Name of the Newspaper (Magazine), Date when the newspaper (magazine) was published, Page where the specific reference could be found.

Examples

Robert J. Samuelson, *A Slow Fix for the Banks*, NEWSWEEK, Feb. 18, 1991, at 55.

Damages for a Deadly Cloud: The Bhopal Tragedy, TIME, Feb. 27, 1989, at 53.

Habtamu Bazeze, *The Necessary Evils*, THE REPORTER, Dec. 28, 2014, at 10.

4. Treaties

- Include name of the document, date of signing and document number

United Nations Convention on the Law of the Sea, Dec. 10, 1982, 1833 U.N.T.S. 397.

African Charter on Human and Peoples' Rights, adopted on 27 June 1981 at Nairobi, Kenya and entered into force on 21 October 1986, OAU Doc. CAB/LEG/67/3 Rev. 5, 21 ILM 58 (1982) (hereinafter African Charter), Art. 27(2).

5. Cases and Decisions:

- This at least should contain Case name (in most cases this would be the name of the parties to the case), Country and Court Name, Case number or file number, Date of the

decision (in parenthesis), Name of the case report or journal, Page where specific reference might be found.

Examples

W/t Tsedale Demissie Vs Ato Kifle Demisse, Federal Supreme Court, Cassation Bench, File No. 23632 (6 Nov 2007) Vol. 5, at 188.

Coalition for Unity and Democracy v. Prime Minister Meles Zenawi Asres, Fed. First Instance Ct., Lideta Div., File No. 54024 (Decision of 3 June 2005) (26 *Ginbot* 1997 E.C.)

Military and Paramilitary Activities (Nicar. v. U.S.), 1986 I.C.J. 14 (June 27).

Kampanis v. Greece, 318 Eur. Ct. H. R. 29, 35 (1995).

6. Ethiopian Laws:

- Should include name of the legislation, legislation number, gazette name, number and year of publication.

Examples

CONSTITUTION, Proclamation No 1/1995, FED. NEGARIT GAZETA, 1st Year No.1, 1995 (here after FDRE CONSTITUTION), Art. 9(1) [when it appears for the first time], and then FDRE Constitution, Art. 40(3) subsequently.

The Proclamation to Provide for Peaceful Demonstration and Public Political Meetings, Proclamation No. 3/1991, FED. NEGARIT GAZETA 50th Year No. 4, Addis Ababa, 12 August 1991.

CIVIL CODE OF THE EMPIRE OF ETHIOPIA, Proclamation No 165/1960, NEGARIT GAZETA, 19th Year No. 2, 5th May 1960, Addis Ababa [here after CIVIL CODE].

Electoral Law of Ethiopia (as Amended) Proclamation No. 532/2007, FED. NEGARIT GAZETA, 13th Year No. 54, 2007.

7. Online Publications and Internet Sources:

- It should at least indicate Author(s) Name, Title of the Manuscript, url address and last date it was retrieved.

Example

Heidi Goldberg, Center on Budget & Policy Priorities, State Supported Health Care 15 (2007), available at <http://www.cbpp.org/11-8-01wel.pdf> (Accessed on 23rd of January, 2013)

8. Unpublished Reports and Manuscripts

- References to unpublished manuscript of any type shall contain Author's name, Title of the manuscript, Date when the work was completed, The word "unpublished" (in parenthesis), Place of the work may be found (in parenthesis), Page referred to

Example

Tarekegn Tafesse, Effects of Traditional Family Arbitration and Legal Divorce on Divorcees and Their Children: The Case of Boloso Sore Wereda, Wolaita Zone, Southern Ethiopia, (Unpublished, MA Thesis in Social Works, Addis Ababa University, June 2015).

9. Interviews

- Reference to materials obtained in an interview should contain the phrase "interview with", Full name of the person interviewed, Position of the person interviewed, Date of the interview.

Example

(Telephone) Interview with Ato Regassa Dedefo, Director of Foreign Trade Alignment, Ministry of Trade, on 20th of July 2014.

10. Short citations:

- Use ‘*id.*’ when referring to the immediately preceding citation/authority. Note also that “*id.*” is always *italicized* and followed by a period.
- Use ‘*supra*’ when an authority has been fully cited previously but not the immediate preceding one. Note that ‘*supra*’ is also italicized.
- Use ‘hereinafter’ for authorities/citations that would be cumbersome to cite with ‘*supra*’ or ‘*id.*’, or shortened form may be established.
- Use ‘et al’ when referring to the previously cited material with more than two authors.

Examples:

(same as immediately previous citation) → *Id.*

(same as immediately previous source, but different page) → *Id.* at 53.

(same as citation earlier in article) → (Author’s given/last name), *supra* note 12 [the footnote # where the authority appeared for the first time]; e.g. Tarekegn, *supra* note 13.

(same as citation earlier in article, but different page) → (Author’s given/last name), *supra* note 12, at 23-26; e.g. Reich et al, *supra* note 54, at 78.

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ANNEX III: AUTHOR DECLARATION FORM

AUTHOR DECLARATION FORM

I, _____, the author (co-author) of the paper entitled _____ submit my (our) manuscript to be published at Haramaya Law Review (HLR) and

- (1) Confirm that I have read, understood and agreed to the submission guidelines, policies and submission declaration of the Journal, and transfer the copyright of the manuscript to HLR;
- (2) Declare that it is my (our) original work, free from data manipulation and isn't plagiarized;
- (3) Declare that it has neither been published (even its excerpts) anywhere else electronically or in print nor has been submitted elsewhere for publication in a Journal, book chapter or any similar form;
- (4) Guarantee that the authorship of this article will not be contested by anyone whose names are not listed by me as co-authors;
- (5) Declare that the manuscript contains no defamatory, abusive, deceitful elements or other unlawful statement, and does not contain any personal or property rights of any other person or institution;
- (6) Shall bear full responsibility for the submission on behalf of all co-authors; and
- (7) Agree not to withdraw the manuscript without prior consent of the Journal.

We also agree to the authorship of the paper in the following sequence:

Authors Name in Sequence	Institutional Affiliation	Email	Cell phone	Signature

Sincerely,



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