

PLAGIARISM & PUBLICATION POLICY

In compliance with HEC Anti-Plagiarism Policy 2023, PMDC Regulations, ICMJE & COPE Guidelines

Effective: 2025 | Version 1.0

1. SCOPE & PURPOSE

This policy governs all aspects of plagiarism prevention and publication integrity for manuscripts submitted to the Journal of Bashir Institute of Health Sciences (JBIHS). It applies to all authors, co-authors, and affiliated researchers submitting work to JBIHS, and is binding from the point of submission through post-publication. JBIHS strictly follows:

- HEC Anti-Plagiarism Policy Version 2.0 (August 2023)
- Pakistan Medical & Dental Council (PMDC) journal recognition regulations
- ICMJE Recommendations for Conduct, Reporting, Editing and Publication of Scholarly Work
- COPE (Committee on Publication Ethics) Core Practices

2. DEFINITION & FORMS OF PLAGIARISM

Plagiarism is the use of another person's ideas, research, words, graphics, tables, or data — directly or indirectly — without properly acknowledging the source. Plagiarism in all its forms constitutes unethical publishing conduct and will not be tolerated by JBIHS.

2.1 Recognised Forms of Plagiarism

- **Word-for-word copying of text from another source without quotation marks and citation.** Verbatim Plagiarism:
- **Copying with minor word substitutions that retain the original sentence structure without attribution.** Near-Verbatim Plagiarism:
- **Weaving phrases or text from several sources into one's own work without attribution.** Mosaic Plagiarism:
- **Rephrasing another author's ideas in different words without proper citation.** Paraphrase Plagiarism:
- **Reproducing substantial portions of one's own previously published work without disclosure. This includes submitting the same data or narrative in multiple publications (redundant publication).** Self-Plagiarism:
- **Presenting another researcher's original concepts, theories, or hypotheses as one's own.** Idea/Concept Plagiarism:
- **Translating a work from another language and presenting it as original without attribution.** Translation Plagiarism:
- **Using another researcher's unpublished data, results, or experimental findings without permission.** Data Plagiarism:
- **Submitting machine-generated text (e.g., from ChatGPT or similar tools) as original scholarly work without disclosure. Authors must follow COPE guidelines on AI use in academic writing.** AI-Generated Plagiarism:

HEC 2023 Note: The HEC Anti-Plagiarism Policy (Version 2.0, 2023) specifically includes AI-generated content and mosaic plagiarism among prohibited forms of academic dishonesty. JBIHS applies these definitions to all submitted manuscripts.

3. PLAGIARISM SCREENING PROCEDURE

3.1 Screening Tool

All manuscripts submitted to JBIHS are screened using Turnitin, the HEC-approved Electronic Detection System (EDS), before entering the peer review process. Screening is conducted by the editorial office and results are treated confidentially.

3.2 What is Excluded from the Report

In line with HEC guidelines, the following are excluded when interpreting the similarity report:

- Reference lists and bibliography
- Table of contents
- Properly quoted and cited material (quotation marks used correctly)
- Similarity with the author's own previously submitted work where it does not constitute duplicate publication

3.3 HEC Similarity Thresholds

JBIHS enforces the following mandatory thresholds as per HEC Anti-Plagiarism Policy 2023:

Threshold Type	Limit	Action if Exceeded
Overall Similarity Index	≤19%	Return for revision or reject
Single Source Similarity	<5%	Flagged for potential plagiarism review
Results/Conclusions Section	≤9%	Mandatory revision required

Important: *The similarity index is a guideline and alert tool, not conclusive proof of plagiarism by itself. The editorial team reviews the full originality report in context before making a determination. A low similarity score does not preclude plagiarism if content is improperly attributed.*

4. AUTHOR RESPONSIBILITIES

By submitting a manuscript to JBIHS, all authors confirm that:

- The work is entirely original and has not been published previously in any peer-reviewed journal.
- The manuscript is not currently under consideration at any other journal.
- All sources, ideas, data, and previously published material — including the authors' own prior work — have been properly cited and attributed.
- All co-authors have reviewed the manuscript and are aware of its submission to JBIHS.
- Any use of AI writing tools has been disclosed in the manuscript.

Authors bear collective responsibility for the originality of the submission. Under HEC policy, co-authors and supervisors/principal investigators may also be held responsible if investigations establish their awareness of or involvement in misconduct.

5. DUPLICATE, REDUNDANT & MULTIPLE SUBMISSION

5.1 Duplicate Submission

A manuscript submitted to JBIHS must not be simultaneously submitted to any other journal. If a manuscript is found to have been submitted elsewhere while under review at JBIHS, it will be immediately rejected and the editorial offices of the other journal(s) will be notified.

5.2 Redundant Publication (Salami Slicing)

Dividing a single study into multiple minimal publications to artificially increase the number of publications is considered research misconduct. Authors must declare all related publications arising from the same study or dataset at the time of submission.

5.3 Prior Publication

The following do not constitute prior publication and are acceptable with disclosure:

- Abstracts published in conference proceedings (must be disclosed at submission).
- Preprints deposited on recognized servers such as medRxiv or bioRxiv (must be disclosed; the preprint must be updated to reflect the final published version upon acceptance).
- Theses or dissertations submitted to academic institutions.

6. CONSEQUENCES OF PLAGIARISM & MISCONDUCT

JBIHS applies a proportionate, graduated response to plagiarism and publication misconduct, consistent with HEC Anti-Plagiarism Policy 2023 penalty guidelines and COPE recommendations:

Level	Grounds (HEC 2023)	Journal Action
Minor	Inadvertent, minor overlap, first offence, similarity 19–35%	Return for revision; warning issued
Moderate	Duplicate submission, self-plagiarism, similarity 35–50%	Rejection; institution notified; blacklisted from JBIHS
Severe	Deliberate fabrication, >50% similarity, translation plagiarism, falsification	Retraction; reported to HEC, PMDC & author's institution

6.1 Procedure for Published Articles

Where plagiarism or misconduct is identified in a published article:

- The article will be temporarily retracted and a notice published online.
- The corresponding author will be served a written explanation request with a defined response deadline.
- In cases of non-response or unsatisfactory explanation, the article will be permanently retracted and a retraction notice published in print and online.
- The author(s) will be blacklisted from future submissions to JBIHS.
- HEC, PMDC, and the author's institutional head will be notified as appropriate.
- Editors of other journals may also be informed in cases of multiple submissions.

Blacklisting Notice

Authors found guilty of deliberate plagiarism, fabrication, or duplicate publication will be permanently blacklisted from submitting to JBIHS. Their institutional authorities, PMDC, and HEC will be formally informed in writing.

7. SELF-PLAGIARISM & AI-ASSISTED WRITING

7.1 Self-Plagiarism

Authors must disclose at the time of submission any prior publication that overlaps with the submitted manuscript. Reuse of one's own published text, data, or figures without citation and disclosure is considered self-plagiarism. Acceptable reuse includes brief methodological descriptions that refer back to a prior publication, provided these are clearly cited.

7.2 Use of AI Writing Tools

JBIHS acknowledges the evolving use of AI tools in academic writing. Authors must:

- Disclose in the Methods or Acknowledgements section any use of AI writing or editing tools (e.g., ChatGPT, Grammarly AI, etc.).
- Not list AI tools as authors — AI cannot fulfil ICMJE authorship criteria.
- Take full responsibility for the accuracy, integrity, and originality of AI-assisted content.

Submission of AI-generated text as original scholarly work without disclosure will be treated as a form of plagiarism under HEC 2023 guidelines.

8. IMAGE & DATA INTEGRITY

Manipulation of images, figures, or data to misrepresent results is considered falsification and is treated as research misconduct equivalent in severity to plagiarism. Specifically prohibited are:

- Adjusting brightness, contrast, or colour in a way that obscures, eliminates, or introduces features.
- Combining images from different experiments without clear labelling.
- Duplicating images or image regions to represent different data.

Authors may be required to submit original, unprocessed image files upon request by the editorial office.

9. COPYRIGHT & REPRODUCTION OF THIRD-PARTY MATERIAL

Authors are responsible for obtaining written permission from copyright holders before reproducing any third-party material (figures, tables, lengthy quotations, instruments) in their manuscript. Evidence of permission must be submitted with the manuscript. Proper attribution must appear in the figure/table legend or text regardless of whether permission is required.

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10. POST-PUBLICATION CORRECTIONS & RETRACTIONS

10.1 Corrections

Where an error in a published article affects the integrity or interpretation of findings but does not constitute misconduct, JBIHS will publish a formal Corrigendum (author error) or Erratum (publisher error). Corrections require written consent of the corresponding author. Changes to the author list after publication require written consent of all authors.

10.2 Retractions

Articles will be retracted in accordance with COPE Retraction Guidelines when misconduct is established, findings are unreliable, or ethical violations are confirmed. Retracted articles remain accessible online with a prominent retraction watermark and notice. The retraction notice will be published in both the print and online editions of the journal.

10.3 Expressions of Concern

Where an investigation is ongoing and a definitive conclusion has not yet been reached, JBIHS may publish an Expression of Concern to alert readers. This will be resolved by either a retraction or a formal clearance notice upon conclusion of the investigation.

11. POLICY REVIEW

JOURNAL OF BASHIR INSTITUTE OF HEALTH SCIENCES (JBIHS)

Plagiarism & Publication Policy

This policy will be reviewed at minimum every two years, or sooner in response to updates in HEC regulations, PMDC requirements, or COPE/ICMJE international standards. The current version is available on the JBIHS website. Authors are advised to consult the current version at the time of submission.

For queries regarding this policy, contact the Editorial Office — Bashir Institute of Health Sciences, Pakistan