

# Hague Justice Journal – Journal judiciaire de La Haye



## Style Guide

<b>A. Foreword</b> .....	2
<b>B. Guidelines for Academic Commentaries</b> .....	2
<b>C. Style</b> .....	3
<b>D. Footnotes</b> .....	7
<b>E. Citation of Books and Articles</b> .....	9
<b>F. Citation of EC Documents</b> .....	12
<b>G. Citation of ECHR Documents</b> .....	13
<b>H. Citation of UN and League of Nations Documents</b> .....	13
<b>I. Cases</b> .....	14
<b>J. Treaties</b> .....	16
<b>K. Citation of National Documents and Texts</b> .....	16
<b>L. Citation of Websites and Other Materials</b> .....	17

## **A. Foreword**

Authors writing for the *HJJ-JJH* are requested to observe the rules of this Style Guide. In general, authors should remember that they are writing for an international and interdisciplinary audience. The layout must be consistent and any references should be clear enough to enable reader to locate sources within reasonable time.

## **B. Guidelines for Articles and Commentaries**

Specialist academic commentaries relating to the fields of international peace, justice and security will be placed on the Hague Justice Portal ([www.haguejusticeportal.net](http://www.haguejusticeportal.net)).

Initially, a link to the Academic Commentary will usually appear alongside the relevant news item on the site's homepage. The article itself, however, will also always be accessible to the viewer as a research file when the visitor searches for the topic in question throughout the rest of the site.

While the format may not necessarily need to be strictly adhered to in all circumstances, the guidelines below indicate the standard format of an Academic Commentary:

- A commentary should be between approximately 1,000 and 5000 words in length (1 ½ -4 ½ A4 pages).
- Articles should be between 3,000 and 18,000 words (4 ½ to 30 pages)
- A commentary should be written in one of the official languages of the Hague Justice Portal (English or French). *It is within the discretion of the editor-in-chief to allow commentaries in other languages.*
- Where appropriate, commentaries should contain brief, useful headings and sub-headings

To see how an Academic Commentary will ultimately appear on the Hague Justice Portal, please visit <http://www.haguejusticeportal.net/eCache/DEF/10/259.html> .

## **II. Headings and Subheadings**

Authors may use up to four levels of headings. Please do not use CAPITALS in headings. All nouns, verbs and adjectives on the first three levels should begin with Capital letters.

### **1. Part One 14 pt**

#### **1.2. First Subheading 12 pt, bold**

##### *1.1.1. Second Subheading 12 pt, italics*

## C. Style

### I. Spelling

Spelling should follow the *Oxford English Dictionary* or the *Concise Oxford Dictionary*. Where there is a choice we prefer the endings -ise and -isation as opposed to -ize or -ization.

### II. Use of Italics

The following parts of the text (as opposed to footnotes) should be emphasised by *italics*: (if the facility to print italics is not available, the phrases or words should be underlined once)

1. Names of cases

*Defrenne v. Sabena*  
*Watson & Belmann case*  
*Rutili judgment*  
*Golder case*

2. Titles of published books

Robertson's book *Human Rights in the World*

3. Titles of periodicals

*HJJ-JJH*

4. Short foreign phrases or individual words

*Cour de Cassation*  
*sui generis*

Please note that the following should not be italicised  
id., i.e., loc. cit.

5. Words or phrases which the author wishes to emphasise.

Emphasis by the author in a quoted passage should be explained in the corresponding footnote as follows:

(emphasis added)

Please do not emphasise by using Bold. Exceptions may apply to quoted passages if the original already contains certain emphasized passages in italics and the author wishes to

add (other) emphasis. The corresponding footnote should then contain the explanation:

(italic emphasis in the original, bold emphasis added)

An analogous rule applies to the opposite case. If the author wishes to omit an emphasis in a quoted passage, this should be explained in the corresponding footnote:

(emphasis omitted)

If these rules are followed it is normally not necessary to include the phrase '*emphasis in the original*' in a corresponding footnote, if the author does not change the text of a quote. However, this may be done for clarification where necessary.

### **III. Abbreviations**

Generally, every abbreviation should be followed by a full stop e.g.

Applic.

Doc.

No.

Cf.

However, where the shortened form is an acronym in CAPITALS no full stops are required, e.g.

EEC

ECHR

WHO

UN

SPUC

The abbreviated titles of periodicals should be *italicised*, e.g.

*EJLR*

*AJIL*

However, abbreviated law reports are not italicised, e.g.

ECR

WLR

CMLR

Abbreviations for expressions or institutions should be introduced when first appearing. The abbreviation can be introduced later to avoid sentences containing many abbreviations e.g.

American Civil Liberties Union (ACLU)

or

Community Charter of the Fundamental Social Rights of Workers (hereinafter the 'Social Charter')

## IV. Quotation

*Double/single quotation marks.* Use double quotation marks only for quotations from texts. Example: “The conclusion is that the practice of the European Court of Human Rights is inadequate and that the protection in the Netherlands could be better. Several recommendations are made in order to improve the co-operation between Strasbourg and domestic institutions in the field of the protection of human rights.” In all other cases, use single quotation marks (inverted commas). Example: such actions are regarded as ‘illegal’ by some authors.

*Length of quotation.* Quotations of less than three sentences are to be included in the main text, between double quotation marks. Larger quotation should begin on a new line, with a white line above and below to separate them from the text; it should be indented left and right; should be in small type; and are not placed between quotation marks.

*Style.* The original capitalisation, spelling etc. of the quotation should be preserved. Place any change made to a quoted text between square brackets. Use three dots between square brackets ([...]) to indicate omissions within the quoted text. Use the word *sic* between square brackets to signify obvious mistakes in the quoted text. Quotations should always be followed by a footnote with a reference to the source. If the author wishes to add specific emphasis to part of the quoted text, it should be done in italics, and the addition ‘emphasis added’ should be placed in the footnote, between brackets, after the source.

*Quote within a Quote:* use single quotation marks for a quote within a quote.

*Text divided into paragraphs* (with marginals; EU Documents: recitals): please use ‘para.’ when referring to a particular paragraph.

## V. Punctuation

Footnote numbers should appear after the punctuation mark. E.g.

This was stated by the Court in *Defrenne*.<sup>1</sup>

Hyphens which join composite words should be short and without space before and after the hyphen, whereas dashes which are used as commas should be long and with a space before and after the dash. Authors should print a dash with a double hyphen if necessary.

## VI. Use of Parentheses

Generally, authors should use single (parentheses) for all remarks and explanations in the text and in footnotes, e.g.

(emphasis added)

However, [brackets] should be used in the following cases:

- For the year of law reports, e.g. [1987] ECR 855

- For modifications and explanatory remarks within quoted passages, e.g.  
The Court continued by stating that: "... [t]here is no suggestion in the present case that he [the father] is in any way unfit..."
- If used in quoted passages, they may be retained.

{Braces} should be avoided as far as possible. They may, however, be retained if included in quoted passages. The same applies for » «.

## VII. Use of Capital Letters

Avoid capitalisation as much as possible. Do not capitalise words like state, state parties, members, contracting parties, treaty. When a reference is made to the contracting parties of GATT as a body, leave capitalisation the way the author has indicated. After a colon or semi-colon, no capital is used, except when the word following it is capitalized in its own right, such as names of countries or (a specified) Article 6.

The following should always be capitalised: 'article', 'chapter', and 'section', when followed by a number, and 'resolution', 'treaty', 'draft', etc. when referring to a specific text.

### 1. In Headings

A. The Origins of the Draft Treaty

### 2. In Acronyms

EFTA

NATO

### 3. In Quoted Titles of Books, Articles and Legal Materials

the Equal Treatment Directive

### 4. In Other Cases, when speaking of specified acts, organs etc.

Directive 76/206

Article 130r

... in the Treaty of Rome ...

.... the Court of Justice went on ...

... the Industrial Relations Tribunals,

in its judgment of ... the Tribunal went on by saying ...

but

... as decided by a tribunal the year before ...

Otherwise, standard rules should be applied.

## VIII. Miscellany

Please note the following.

1. Do not use ‘Second World War’ or ‘First World War’, but use ‘World War II’ or ‘World War I’ respectively;
2. Do not use ‘sixties’, or ‘seventies’ but always use ‘1960s’ or ‘1970s’;
3. The use of ‘*jus*’ may only be used in a quotation (if that is the way it is printed in the original). In all other instances, use ‘*ius*’.
4. Dates are represented as follows: day-month-year (full). Example: 21 August 1967 or 21<sup>st</sup> August 1967.
5. Use ‘Judgment’ to refer to a court decision unless it is spelled otherwise in the decision title (such as “Sentencing Judgement”).

## D. Footnotes

### I. General

The Rules of Citation are based on *The Bluebook, A Uniform System of Citation*, Fifteenth Edition (1991).

### II. Introductory signals

The following signals may be used, as follows:

1. *See...*; *see, generally...*; *see also...*; *but see...*
2. *Cf.* (compare); *but cf.*;
3. *E.g.* (for example). *E.g.* may also be used in combination with other signals, preceded by a comma: *see, e.g.*;
4. When referring to an article in an edited volume, *in* is used to introduce the volume.

### III. Italics

Italics are used in footnotes in the following cases.

1. The title of an article in a periodical or edited volume;
2. Procedural phrases in case names (*v.*, *in re*);
3. All introductory signals, including *e.g.*, *i.e.*, ;
4. When referring to a page in an article and following pages, use *et seq.*;
5. Words requiring special emphasis.

#### IV. Abbreviations

The following should always be abbreviated in footnotes:

1. Annex(es): Ann.
2. Appendix(-ices) App.; Apps.
3. Article(s) Art.; Arts.
4. Editor(s) Ed.; Eds.
5. Number(s) No.; Nos.
6. Paragraph(s) Para.; Paras.
7. Decision(s) Dec.; Decs.
8. Regulation(s) Reg.; Regs.
9. Resolution(s) Res.
10. Volume(s) Vol.; Vols.

#### V. Cross-references

Authorities and textual materials cited elsewhere in the article, may be referred to by using a condensed reference, adding *supra* or *infra*. This also applies to case names. For reference to the author, simply use the first initial followed by the last name. Two authors are cited both (using '&'), but for three or more, only the first author is mentioned, followed by *et al.* Use 'note' or 'notes' when referring to other footnotes within the article.

'Op. cit.' should be avoided. 'Id.' is used where there are two or more consecutive references to the same work. The abbreviation 'Vol.' should not be used and may be omitted.

#### VI. Page numbers

1. Use 'p.' or 'pp.' if the page number may be confused with another part of the citation; use a comma to set off 'p.' from preceding numerals;
2. Use 'para.' or 'paras' to indicate specific paragraphs.
3. To cite a footnote from other source material, give the page on which the footnote appears, followed by a comma, 'n.' and the footnote number.  
Example: 11 LJIL 54, n.67 (1998);
4. Multiple consecutive pages are separated by a dash. Page numbers are *not* abbreviated. Example: 346-347 (*not* 346-47). If the addition "and following" is required, use *et seq.* Cite multiple footnotes using 'nn.'  
Example: 11 LJIL 54-55, nn. 67 and 70-72 (1998).

## E. Citation of Books and Articles

### I. Books

Author, Title page (year)

*Examples:* L. Davies, *Law of Antarctic* 432 (1976).

R. Johnson, *The Law of Armed Conflict Since 1945*, p. 432 (1986).

N. Blokker & S. Muller (Eds.), *Towards More Effective Supervision by International Organizations – Essays in Honour of Henry G. Schermers*, Vol. I, at 178 (1994)

*Author:* cite initials, *not* full first names, and full last name. If a book has more than one author, cite them all the first time the book is mentioned, with a maximum of three. If a book has more than three authors, mention the last name of the first author only, followed by *et al.* In case of two or more authors, do not use ‘and’ but ‘&’.

*Title:* give the full title as it appears on the title page of the book, including subtitle. Capitalise the initial word, the word immediately following a colon, and all other words except articles, conjunctions, and prepositions of less than four letters. Do not underline or italicise.

*Page:* cite page number if a specific reference is made. Do not use abbreviations like ‘p.’ or ‘pp.’ Use ‘at’ if the page number may be confused with a part of the title or any other numerical sequence. In other cases, do not use a comma before the page number!

*Editions:* do not indicate the edition if the book has several editions. The year of publication is sufficient.

*Volume number:* if the book consists of several volumes, the volume number is placed after the full title, and followed by a comma.

### II. Articles

Author, *Title*, volume Periodical first page, at page of quote (year).

*Examples:*

M. Koskeniemi, *Faith, Identity, and the Killing of Innocent: International Lawyers and Nuclear Weapons*, 10 LJIL 137, at 154 (1997)

J. Donnelly, *Human Rights in the Next Century*, 1985 *Journal of World Politics* 75

F. Ox, *Federalism and International Law*, 1966 (July) *Civis Mundi* 34

C.N. Brower, *The Iran-United States Claims Tribunal*, 224 RCADI 123, at 150 (1990/V)

*Author*: cite initials, *not* full first names, and full last name. If an article has more than one author, cite them all the first time the article is mentioned, with a maximum of three. If an article has more than three authors, mention the last name of the first author only, followed by *et al.* In case of two or more authors, do not use 'and' but '&'.

*Title*: give the full title. Capitalise the initial word, the word immediately following a colon, and all other words except articles, conjunctions, and prepositions of less than four letters. The title must be italicised.

*Volume number*: the volume number is placed before the name of the periodical. The year of publication is given between brackets at the end of the citation. If the periodical has no volume number, use the year of publication as the volume number, without brackets, before the name of the periodical. Numbers within volumes should be omitted, as should references to months. Exception to this rule is made if the periodical is paginated separately within the volume.

*Periodical*: the name of the periodical should be abbreviated as indicated by the periodical itself. In case of a relatively unknown periodical, the full name should be indicated.

*Page*: the page number follows the name of the periodical. Do not use abbreviations like 'p.' or 'pp.' Use 'at' if the page number may be confused with a part of the title or any other numerical sequence. Give the number of the first page of the article, followed by 'at' and the page of the article where the quote can be found.

### **III. Contributions in compilations and edited volumes**

Author, *Title*, in Editor's name (Ed.), Compilation first page, at page of quote (year)

*Example*: M. Akehurst, *Humanitarian Intervention*, in H. Bull (Ed.), *Intervention in World Politics*, 97 at 99 (1979).

*Author*: cite initials, *not* full first names, and full last name. If a contribution has more than one author, cite them all the first time it is mentioned, with a maximum of three. If a contribution has more than three authors, mention the last name of the first author only, followed by *et al.* In case of two or more authors, do not use 'and' but '&'.

*Title*: give the full title. Capitalise the initial word, the word immediately following a colon, and all other words except articles, conjunctions, and prepositions of less than four letters. The title must be italicised.

*Editor:* Cite initials and last name of the editor, followed by “(Ed.)”. If the volume is edited by more than one editor, cite all names, with a maximum of three, followed by “(Eds.)”. The name of the editor is preceded by an italicised *in*, which is *not* followed by a colon.

*Title Volume:* Give full title as it appears on the title page, including subtitles. Capitalise the initial word, the word immediately following a colon, and all other words except articles, conjunctions, and prepositions of less than four letters. Do not underline or italicize.

*Page:* the page number follows the title of the book, *not* the title of the contribution. Do not use abbreviations like ‘p.’ or ‘pp.’ Use ‘at’ if the page number may be confused with a part of the title or any other numerical sequence. Give the number of the first page of the contribution, followed by ‘at’ and the page of the contribution where the quote can be found.

#### **IV. Newspaper articles**

Author, *Title*, Paper, date, at page.

*Example:* A. Lewis, *The War Crimes Tribunal Works*, International Herald Tribune, 31 July 1995, at 5.

*Author:* if the name of the author is available, cite initials, *not* full first names, and full last name. If a newspaper article has more than one author, cite them all the first time it is mentioned, with a maximum of three. If a newspaper article has more than three authors, mention the last name of the first author only, followed by *et al.* In case of two or more authors, do not use ‘and’ but ‘&’.

*Title:* give the full title. Capitalize the initial word, the word immediately following a colon, and all other words except articles, conjunctions, and prepositions of less than four letters. The title must be italicised.

*Paper:* Cite the full name.

*Page:* the page number should *always* be preceded by “at”, otherwise confusion may arise with the date.

#### **V. Unpublished theses etc.:**

J. Smith, *German Reunification* (LLM theses on file at the EUI, Florence).

## **F. Citation of EC Documents**

### **I. Court of Justice**

In general, the first citation to a case should contain the full name of the parties as they are reproduced in the ECR. Subsequent citations may use short forms for the parties, if the short form is commonly used and unequivocal and has been quoted in brackets in the first citation.

First quote:

Judgment of 8 April 1976 in *Case 43/75, Gabrielle Defrenne v. Société anonyme belge de navigation aérienne SABENA (Defrenne II)*, [1976] ECR 455, at p. 465

Subsequent quotes:

*Case 43/75, Defrenne II*, in particular Rec. 14 of the judgment.

or:

Advocate General ... in *Case 43/75, Defrenne II*, [1976] ECR 455, at 459.

In the first quote the date of the judgment should also be given, unless it is mentioned in the text. Case number and (short) name should be printed in italics. References to specific passages should be to the recitals of the judgment or advocate generals' opinion wherever possible.

ECJ judgments should never be quoted from other sources than the ECR unless they have not yet been published in the ECR. In this exceptional case, sources such as CMLR may be quoted. In case of very recent judgments, authors may also refer themselves to the page numbers, recitals and paragraph numbers of the French version of ECR, which appears several months earlier than the English one. This information is usually identical for all language versions.

Examples for quotations of very recent judgments:

Case C-292/89, ..., judgment of 18 December 1992, not yet published.

or

Case ..., judgment of (date), [1992] 3 CMLR 1072 (not yet published in the ECR).

### **II. Council, Commission and European Parliament Documents**

Council Regulation 1612/68, OJ 1968 L 257/2

Commission Directive 76/207, OJ 1976 L 39/40

EP Resolution of 29 May 1990, OJ 1990 C 157/3

Council Declaration of 19 December 1991, OJ 1992 C 27/1

Commission Decision 85/381 of 8 July 1985, OJ 1985 L 217/25

Commission Recommendation of 27 November 1991, OJ 1992 L 49/1

All regulations, directives and decisions should be cited with their number and their publication in the OJ. The date of their adoption and their full or abbreviated title (if a commonly used abbreviation exists) should be added where possible.

The date of their publication in the OJ should not be quoted unless it is of importance of its own.

## **G. Citation of ECHR Documents**

### **I. European Convention on Human Rights**

Article 6 III a) ECHR

or, if the text makes clear that the reference is to the ECHR, simply

Article 6 III a)

In footnotes 'Article' may be abbreviated as 'Art.'.

### **II. European Commission of Human Rights**

*Application 5935/72 v. FRG*, DR 39, 46

*W. v. United Kingdom* (1983), DR 32, 190, 192

*Austria v. Italy*, YB 4, 116, 140

### **III. European Court of Human Rights**

*Ireland v. United Kingdom*, ECHR (1978) Series A, No. 25, at 90

In cases where the applicant's name is not disclosed (e.g. *X. v. United Kingdom*)

*European Journal of Law 14 Reform*

it is indispensable that the application number or at least the year be quoted in all references.

## **H. Citation of UN and League of Nations Documents**

### **I. Charter**

#### 1. Source

UNCIO XV, 335; amendments by General Assembly Resolution in UNTS 557, 143/638, 308/892, 119

#### 2. Form

Article 13 I a)

In footnotes, 'Article' may be abbreviated as 'Art.'.

## II. Resolutions

### 1. General Assembly

GA Res. 832 (IX), 18 December 1954

Since the 31st session the session number is cited in arabic numbers

GA Res. 41/133, 4 December 1986

### 2. Security Council

SC Res. 181, 7 August 1963

or

SC Res. 181 (1963)

### 3. ECOSOC

First and second session

ECOSOC Res. 1/8, 15 February 1946

ECOSOC Res. 2/24

Afterwards until 1978 (63rd session)

ECOSOC Res. 801 (XXX), 21 December 1966

From 1978

ECOSOC Res. 3, 4 May 1981

or if no date is indicated

ECOSOC Res. 1981/3

## I. Cases

### I. International Court of Justice

Full case name (Party v. Party), Phase, Kind of Decision, date, year publication, first page, at page of quote, paragraph.

Martime Delimitation and Territorial Questions Between Qatar and Bahrain (Qatar v. Bahrain), Jurisdiction and Admissibility, Judgment of 15 February 1995, 1995 ICJ Rep. 6, at 8, para. 4.

Military and Paramilitary Activities in and Against Nicaragua (Nicaragua v. United States), Jurisdiction and Admissibility, Judgment of 26 November 1984, 1984 ICJ Rep. 500, at 562 (Judge Schwebel, Dissenting Opinion).

*Case name:* the name of the case is only italicized in the main text and *not* in the footnotes. All procedural phrases (*v.*, *in re*) are italicized. The word “case”, if used at all, does not have a capital.

*Volume:* the year of publication is used as the volume number (if published).

*Page:* give the number of the first page, followed by “at”, the page of the Judgment at which the quote is located, and the paragraph number(s).

*Declaration, Separate Opinions:* Cite the name of the judge(s) between brackets.

## II. Permanent Court of International Justice

Full case name (Party v. Party), Phase, Kind of Decision, date, year Publication (Series) No. at page.

S.S. Lotus case (France v. Turkey), 1927 PCIJ (Ser. A) No. 10, at 28.

*Case name*: the name of the case is only italicized in the main text and *not* in the footnotes. All procedural phrases (*v.*, *in re*) are italicized. The word “case”, if used at all, does not have a capital.

*Volume*: the year of publication is used as the volume number. The Series in which the case was published is given between brackets, followed by the number.

*Page*: the page number is preceded by “at”, in view of possible confusion with the publication number.

## III. International Criminal Tribunal for the Former Yugoslavia

Full case name, Kind of Decision, Case number, date, paragraph.

Prosecutor v. Tadic, Decision on the Prosecutor’s Motion Requesting Protective Measures for Victims and Witnesses, Case No. IT-94-1-T, 10 August 1995.

Prosecutor v. Erdemovic, Sentencing Judgment, Case No. IT-96-22T, 29 November 1996, para. 72.

## IV. GATT & WTO Panel Reports

### GATT

Panel Report country – name (parties), adopted date, publication section/page.

Panel Report United States – Measures Affecting Alcoholic and Malt Beverages, adopted 19 June 1992, BISD 39S/206.

### WTO

Panel Report country – name (parties), adopted date, Number, Document, at page.

*Example*: Appellate Report United States – Standards for Reformulated and Conventional Gasoline, adopted 20 May 1996, AB-1996-1, WT/DS2/9, at 29.

## **V. Arbitral Awards, etc.**

For arbitral awards, follow the official style, as indicated by the reporter. If published in periodicals use the style as indicated at Articles (see 3.2), but do not italicize the title of the case.

Air Service Agreement of 27 March 1946 (United States of America v. France), 54 ILR 304 (1979).

## **VI. National Courts**

Follow the official national style as much as possible. If the result would be unclear, use the following basic rule.

Party v. Party, volume reporter page (court date).

Smith v. Jones, 32 JN 369 (Sup.Ct. 1867).

*Case name:* use the case name as it appears at the beginning of the decision in the official reporter. If no name is given, use a popular name or cite as: Judgment of day-month-year (full date).

*Court:* use the abbreviated name of the court only if it is well-known. If not, cite the full name of the court. Include, if possible, the exact date of the decision: at least the year of the judgment should be mentioned.

## **J. Treaties**

Year, full title, reference (year of publication of reference, if available)

1985 Vienna Convention for the Protection of the Ozone Layer, 24 ILM 1529 (1985).

1963 Vienna Convention on Consular Relations, 596 UNTS 261.

## **K. Citation of National Documents and Texts**

Authors are requested to use the style that is commonly used for these documents. Wherever possible, original sources should be used but English translations should additionally be mentioned where available. When in doubt, authors should consider the citation and source that would be most likely accessible to an international readership around Europe and the world.

## **L. Citation of Websites and Other Materials**

Where a document is available online, reference should be made to that document wherever possible.

Websites Material obtained from the internet should be cited to the full address of the website thus giving readers a chance to find the original source and to verify the information, respectively to find supplementary information at the same address.

Available at <<http://www.haguejusticeportal.net/Docs/ICTY/>>