

STATUTE OF THE JOURNAL “*CONSTITUTIONAL LAW REVIEW*”

Article 1. Mission of the Journal

- a) Title of the Journal is: “საკონსტიტუციო სამართლის მიმოხილვა”, in English “Constitutional Law Review”.
- b) It is a bilingual, internationally referable scholarly journal. Journal is published in Georgian and English languages and uses the following International Standard Serial Number: ISSN-1987-8540 (Constitutional Law Review, bilingual edition).
- c) Journal is published twice a year, an additional special issue may also be published upon the decision of the Editorial Board.
- d) Journal covers the topics of constitutional law, human rights law and other related issues. The purpose of the Journal is to facilitate academic discussions and debates in this regard, raise awareness on modern challenges and trends, as well as decisions issued by constitutional courts of Georgia and foreign countries, international and regional courts and/or international institutions.
- e) E-version of the Journal is available at the web-page: www.clr.iliauni.edu.ge.

Article 2. Journal Availability

Journal is published both, in printed and electronic forms, and is available at the web-page: www.clr.iliauni.edu.ge.

Article 3. Journal Management

Editorial Board, Advisory Board and Editor-in-Chief manage the Journal.

Article 4. Editorial Board of the Journal

- a) Editorial Board is comprised of at least 5 members, including the Editor-in-Chief, Dean of Ilia State University Law School, representative of academic personnel of Ilia State University Law School, invited local and international law specialists. Upon the proposal of the Dean of Ilia State University Law School, the Board of the Law School and Academic Board of Ilia State University approve the composition of the Editorial Board.
- b) Members of the Editorial Board are approved for a term of 5 years (except for the Editor-in-Chief of the Journal and the Dean of Ilia State University Law School).
- c) Chairperson selected from the Editorial Board members for a term of 3 years manages the Editorial Board.
- d) **Editorial Board:**
 1. Approves Editorial Policy document of the Journal upon the recommendation of the Editor-in-Chief.

2. Selects and determines relevant topics for each issue upon the recommendation of the Editor-in-Chief.
3. Defines criteria for accepting and selecting academic manuscripts upon the recommendation of the Editor-in-Chief.
4. Reviews submitted academic manuscripts, reviews and makes decision on publishing them in the Journal.
5. Gathers at least twice a year. Editorial Board may also make decision through electronic survey. Electronic survey refers to holding an electronic Board meeting and deciding the issues on the agenda by the Board members via electronic correspondence; an electronic survey record is drafted in result. The electronic survey record includes the agenda of the Board meeting and the issues to be discussed, as well as the information regarding the discussed matters and the decisions made. Chairperson of the Editorial Board signs the electronic survey record. The record is accompanied with electronically expressed positions of the Editorial Board members.
6. Makes decisions by a majority of full composition, and is authorized to make decisions if at least half of the members attend the meeting or participate in an electronic survey.
7. Manages activities of the Journal in compliance with this Regulation and other procedures approved by the Editorial Board.

Article 5. Advisory Board of the Journal

a) Advisory Board of the Journal is comprised of at least 7 members. Advisory Board may have merited members. Locally and internationally recognized specialists of a particular field may be invited as Board members. Board of the Law School and the Academic Board of Ilia State University approve the composition of the Advisory Board upon the proposal of the Dean of Ilia State University Law School.

b) Advisory Board:

1. Takes part in the process of elaboration of the Editorial Policy and strategy development of the Journal.
2. Accepts information from the Editor-in-Chief of the Journal regarding the topic, number of articles and their contents for each issue of the Journal.
3. Familiarizes with the annual report of the Editorial Board regarding the activities of the Journal.
4. Contributes to the promotion of the Journal.

Article 6. Editor-in-Chief and Executive Editor of the Journal

a) Dean of Ilia State University Law School selects and approves the Editor-in-Chief of the Journal.

b) Editor-in-Chief:

1. Represents the Journal with third parties.
2. Is responsible for proper functioning of the Editorial Board.
3. Is responsible for academic quality and content of the Journal.

4. Is responsible for publishing the Journal.
5. Is responsible for translating academic manuscripts published in the Journal.
6. Is responsible for proper conduct of the blind review process.
7. Is responsible for communication on copyright matters.
8. Is responsible for settling other technical issues.

Article 7. Journal Staff

Among the staff of the Journal there also are bookbinder, stylist, proof-reader and other technical personnel, who prepare the journal for printing and publishing electronically.

Article 8. Rules for Accepting Materials to be Published in the Journal

- a) For each issue, the manuscripts are received and published in the Journal under the rules set out by the editorial Policy Document established by the Editorial Board of the Journal.
- b) Manuscripts published in the Journal should comply with Academic Style Guidelines approved by Ilia State University (<http://iliauni.edu.ge/uploads/other/2/2588.pdf>).

Article 9. Miscellaneous

Rules for selecting and publishing manuscripts, as well as other rules, are set out in the Editorial Policy document created by the Editorial Board of the Journal.