

## CITATION PROTOCOL

### 1. FOOTNOTES AND ENDNOTES

**Footnotes** are placed at the bottom of each page; **endnotes** appear at the end of each chapter or at the end of the dissertation. Footnotes/endnotes may be numbered by chapter: i.e. with the numbering (footnote 1, 2, 3 ... ) starting again with each chapter. If footnotes are placed at the bottom of each page, they may be numbered by page.

In deciding what should go in the text and what should go in a footnote, the general principle is that footnotes should be used only for references. Points of substance should be inserted in the text unless, exceptionally, this disrupts the flow of the text.

Citations in footnotes should be consistent throughout the article and follow a recognised method of citation. A citation and reference protocol has been prepared below for use by all authors.

### 2. CITATION OF PRIMARY SOURCE MATERIAL

When citing a primary source (e.g. a case, a treaty, diplomatic correspondence, a United Nations document), it is important NOT to give as your reference a secondary source, such as a casebook or a periodical. For example, when citing a treaty, give a primary source reference (e.g. 123 U.N.T.S. 123), and not a secondary source reference (e.g. Brownlie's *Documents in International Law* (1983)).

Note that references to treaties should, if possible, be to official international (or, if not available, national) sources rather than to

unofficial sources. Refer to the C.T.S., L.N.T.S., or U.N.T.S. wherever possible. Failing that, go to other international official sources, e.g. E.T.S., or, if unavailable, national treaty series, e.g. U.K.T.S. or T.I.A.S. In the absence of such official references, use the International Legal Materials (I.L.M.), the *American Journal of International Law* or any of the various *Yearbooks* which are now published. The reason for preferring official sources is that their text is more likely to be authentic and reliable.

With regard to international cases, World Court cases should be cited using P.C.I.J./I.C.J. references, not, for example, the International Law Reports or International Legal Materials references. If available, U.N.R.I.A.A. references should be used for arbitrations.

### 3. BIBLIOGRAPHY

A bibliography of all books, articles and other writings (but not dictionaries, etc!) used in the preparation of the dissertation must be included at the end of the dissertation. Prepare one composite list for books and articles arranged alphabetically by authors' surname. Documents that have no author should be placed at the end of the list. As suggested above, books should be cited in the bibliography so as to indicate the publisher and place of publication, e.g. McNair, *The Law of Treaties* (Oxford: Oxford University Press) (2nd ed. 1961).

### 4. CITATION OF BOOKS BY AUTHOR(S)

The general rule in citing an authored book or a particular page from an authored book, is to provide the information in the following order:

1. Author/s Name/s (first name/initials are optional – consistency should be maintained throughout!)
2. Title of Book (*in italics form* for Style I **or** underline for Style II **or** in SMALL CAPS for Style III)

3. Place of Publication: Name of Publishing House (optional) (in parenthesis)
4. Edition number (if appropriate) followed by (b) Year of Publication (in parenthesis)
5. page number/appropriate pages

**Example:**

D.J. Harris, CASES AND MATERIALS ON INTERNATIONAL LAW (London: Sweet and Maxwell) (4th ed., 1991), 62–78, 102–164.

R.R. Churchill and A.V. Lowe, THE LAW OF THE SEA (Manchester: Manchester University Press) (2nd ed., 1994), 1, 5, 13 and 27.

**6. CITATION OF BOOK BY EDITOR(S) OR OF A CONTRIBUTION TO AN EDITED BOOK**

(a) Citation of Book

An edited (as opposed to authored) book is one in which an editor or editors have compiled a series of essays on a particular theme or topic. The general rule in citing an edited book or a particular page from an edited book, is to provide the information in the following order:

1. Editor/s Name/s (first names/initials have been omitted here by choice)
2. Specification that this is an editor (ed.) or editors (eds.)
3. Title of Book (*in italics form* **or underline** **or** SMALL CAPS as appropriate)
4. Place of Publication: Name of Publishing House (optional) (in parenthesis)
5. (a) Edition number (if appropriate) followed by (b) Year of Publication (in parenthesis)
6. page number/appropriate pages

Hence, according to protocol, the following would be an acceptable form of citation:

Lowe and Fitzmaurice (eds.), *Cases and Materials on International Law* (London: Sweet and Maxwell) (4th ed., 1991), 62.

(b) Citation of Contribution to An Edited Book

Where you want to cite a particular contribution from an edited book, the formula to follow is:

1. Name of author of the contribution
2. Title of the contribution (in quotation marks for styles 1 **or** 2 **or** *italicise* for style 3)
3. the word 'in'
4. Editor/s Name/s
5. Specification that this is an editor (ed.) or editors (eds.)
6. Title of Book (*in italics form* for Style I **or** underline for Style II **or** SMALL CAPS for Style III)
7. Place of Publication: Name of Publishing House (optional) (in parenthesis)
8. (a) Edition number (if appropriate) followed by (b) Year of Publication (in parenthesis)
9. page number at which article commences and concludes at
10. (the word 'at') followed by a particular page within that piece (if necessary)

**Example:**

Sir Ian Sinclair, *Estoppel and Acquiescence* in Lowe and Fitzmaurice (eds.), FIFTY YEARS OF THE INTERNATIONAL COURT OF JUSTICE: ESSAYS IN HONOUR OF SIR ROBERT JENNINGS (Cambridge: Grotius Publications of Cambridge University Press) (1995), 104–120, at 119.

## 7. CITATION OF ARTICLE IN ACADEMIC JOURNALS

To cite an article from a particular journal, the protocol is:

1. Author/s Name/s
2. Title of Article (in quotation marks for Style I; *italicise* for Style II and underline for Style III)
3. Year of Journal (in parenthesis)
4. Volume Number of Journal
5. Journal Designation (in *italics* for style 1; SMALL CAPS for styles 2 and 3)
6. Edition number (if appropriate) followed by (*b*) Year of Publication (in parenthesis)
7. page number/appropriate pages

J.H.H. Weiler, 'The Transformation of Europe' (1991) 100 *Yale Law Journal* 2405-83.

## 8. CITATION OF NEWSPAPER ARTICLE

To cite a newspaper article, the protocol is:

1. Author/s Name/s (if available)
2. Title of Article (in quotation marks for Style I **or** *italicise* for Style II **or** underline for Style III)
3. Newspaper (in *italics* for Style I **or** SMALL CAPS for STYLES II and III)
4. Place of Publication (optional)
5. Date of Publication
6. page number/appropriate pages

**STYLE I** 'Burundi Plunges Deeper into Chaos: President Takes Refuge in U.S. Embassy Amid Reports of Coup' *International Herald Tribune* (London), 25 July 1996, 1.

Dunne and Waldmeir, 'U.S. Takes Fuji-Kodak Battle to W.T.O.' *Financial Times* (London), 14 June 1996, 3.

**STYLE II** *Burundi Plunges Deeper into Chaos: President Takes Refuge in U.S. Embassy Amid Reports of Coup*, INTERNATIONAL HERALD TRIBUNE (London), 25 July 1996, 1.

Dunne and Waldmeir, *U.S. Takes Fuji-Kodak Battle to W.T.O.*, FINANCIAL TIMES (London), 14 June 1996, 3.

## 9. CITATION OF ARTICLE IN NEWS JOURNALS

To cite an article from a news journal, the protocol is:

1. Author/s Name/s (if available)
2. Title of Article (in quotation marks for Style I **or** *italicise* for Style II)
3. Name of News Journal (in *italics* for Style I **or** SMALL CAPS for Style II)
4. Date of Publication
5. page number/appropriate pages

### Example:

Elliott, *Yes, There Is A National Interest*, NEWSWEEK, 19 September 1994, 17.

Goodwin, *The Child Soldier*, AFRICAN TOPICS, June–July 1995, 17 at 22.

## 10. REFERENCE ABBREVIATIONS AND FORMAT

**Bracket Parenthesis [ ]** *should be used to bracket the year of the documentation referenced, when the year is the sole means of determination (as opposed*

to a volume number, for example) of the legal authority in question:

[1988] 3 All E.R. 24

[1982] *Duke Law Jnl.* 1016

[1971] *Criminal Law Rev.* 500

**Round Parenthesis ( )** *should be used when, apart from the year, a particular material may be determined by other means (such as the volume number in a given series)*

**(1995) 66 *British Yrbk. Int'l Law* 179**

**(1996) 8 *African Jnl. Int'l & Comp. Law* 755**

*and for ALL book publications.*

***ibid.*** *reference immediately above present footnote or endnote.*

***infra*** *below*

***loc. cit.*** *refers to any publication OTHER THAN A BOOK by an author, already cited in the footnotes or endnotes:*

Charney, *loc. cit.*, *supra*, n. 1, at 7.

Korah, *loc. cit.*, *infra*, n. 12, at 609.

***op. cit.*** *refers to any BOOK by an author, already cited in the footnotes or endnotes:*

Bowett, *op. cit.*, *supra*, n. 4, at 32.

Brownlie, *op. cit.*, *infra*, n. 115, at 6.

(used in cases TOO!)

***supra*** *above*