



## **NOTIFICATION**

### *Adoption of HEC Anti-Plagiarism Policy*

The Academic Council, in its 3<sup>rd</sup> meeting held on July 11, 2023, approved the adoption and implementation of the HEC Anti-Plagiarism Policy with immediate effect at Lahore University of Biological and Applied Sciences.



**Prof. Dr. Naeem Mubarak,**  
**Pro-Vice Chancellor,**  
**Lahore-UBAS.**

Copy to:

- 1- Vice Chancellor
- 2- Registrar/Deputy Registrar
- 3- All Deans/Principals/Chairpersons
- 4- Controller of Examinations
- 5- Director QEC
- 6- Director ORIC



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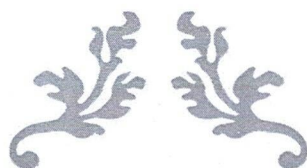


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**Lahore University of Biological and Applied Sciences**



# **ANTI-PLAGIARISM POLICY**

<b>Policy Number</b>	POL-4/AC/3-23
<b>Proposed by</b>	Prof. Dr. Naeem Mubarak
<b>Approved by</b>	Vice Chancellor / Academic Council
<b>Date of Original Approval</b>	11 <sup>th</sup> July 2023
<b>Available at</b>	Office of the Registrar/QEC



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# ANTI-PLAGIARISM POLICY

## Anti-Plagiarism Policy

Lahore University of Biological & Applied Sciences (Lahore-UBAS) is committed to upholding the highest standards of academic integrity and promoting originality in research and scholarly pursuits. Plagiarism, in any form, undermines the essence of academic excellence and is strictly prohibited within our academic community. In line with our commitment to fostering a culture of academic integrity and ethical research, Lahore-UBAS has further strengthened its Plagiarism Policy.

*To ensure the highest standards and alignment with national and international practices, the following policy has been formulated in line with the HEC Graduate Education Policy-2023, and it adopts all regulations of HEC, Anti-Plagiarism Policy (version-2) in letter and spirit.*

## Approval

Academic Council, Lahore-UBAS unanimously approved the Anti-Plagiarism Policy during its 3rd meeting, held on 11<sup>th</sup> July 2023. This comprehensive policy sets the guidelines for evaluating doctoral theses, ensuring the highest standards of academic excellence and research integrity at our esteemed institution.

## Key Points of the Anti-Plagiarism Policy

### Definition of Plagiarism

Plagiarism is the act of using someone else's ideas, words, work, or intellectual property without appropriate acknowledgment or authorization and presenting it as one's own. It includes but is not limited to:

- a. Copying or paraphrasing someone else's work without proper citation.
- b. Presenting someone else's research, data, or findings without attribution.
- c. Submitting previously submitted work for credit in another course or academic context without proper disclosure.
- d. Using electronic or online resources, including articles, images, or multimedia, without proper citation.

## Plagiarism and COPE Guidelines

- a. Plagiarism in any form is strictly prohibited. Both PhD researchers and their supervisors bear the primary responsibility of preventing plagiarism. To this end, all provisions outlined in the document "Governing Research Supervision and Research Ethics" must be adhered to diligently.
- b. For handling plagiarism cases, Lahore-UBAS will follow the guidelines set forth by the Committee on Publication Ethics (COPE).
- c. Any PhD dissertation found to be plagiarized will be dealt with in accordance with the Anti-Plagiarism Policy issued by the Higher Education Commission, Pakistan, as updated from time to time.

## Similarity Test

- a. Before submitting their dissertation to external experts, PhD researchers are required to conduct a similarity test in accordance with the HEC's Anti-Plagiarism Policy.

## Open Defence

- a. An open defence of the dissertation is mandatory after the positive evaluation of the dissertation by committee members.
- b. The following minimum principles and guidelines will be ensured during the open defence:
  - i. **Public Announcement:** The defence will be publicly announced on the university website and other communication forums to allow anyone interested to participate.
  - ii. **Public Access:** The defence may be held within the university premises or outside, such as community/town halls or important public venues, to encourage broader engagement.
  - iii. **Neutral Chair:** A neutral chair will preside over the defence to ensure fair conduct in accordance with the rules and regulations.
  - iv. **Review Committee:** A committee of experienced and knowledgeable individuals will evaluate both the dissertation and the defence.
  - v. **Presentation:** The PhD researcher will present their dissertation, providing an overview of their research.

- vi. **Question and Answer Session:** A question and answer session will follow the presentation, allowing committee members and attendees to seek clarifications and evaluate the researcher's ability to defend their work.
- vii. **Objective Evaluation:** The evaluation will be based on the quality of the research and the researcher's proficiency in defending their work.
- viii. **Final Decision:** The defence committee will express its decision using the following terms:
  - ❖ **Pass:** Indicating successful completion of the defence.
  - ❖ **Pass with minor amendments:** Suggesting the need for minor revisions to be addressed.
  - ❖ **Deferred for resubmission and re-defence:** Recommending the need for substantial revisions and re-defence.
  - ❖ **Fail (in exceptional circumstances and for recorded reasons):** In cases where the defence committee finds significant shortcomings that hinder the acceptance of the dissertation.

### **Consequences of Plagiarism**

- a. Plagiarism is a serious academic offense and will not be tolerated at Lahore-UBAS. Violation of the plagiarism policy may result in one or more of the following consequences, as deemed appropriate by the disciplinary committee:
- b. Rejection or failure of the plagiarized assignment, paper, or thesis.
- c. Lowered grades or marks in the relevant course or assessment.
- d. Suspension from the university for a specified period. d. Expulsion from the university in severe cases of plagiarism.

### **Prevention and Awareness**

- a. To prevent plagiarism and promote academic integrity, the university will:
  - i. Conduct regular workshops, seminars, and training sessions to educate students, faculty, and researchers about the importance of academic honesty and the consequences of plagiarism.



- ii. Encourage the use of citation management tools to properly reference and acknowledge all sources used in academic work.
- iii. Offer guidance on proper citation and referencing styles (e.g., APA, MLA, Chicago) to ensure consistency and accuracy in documenting sources.
- iv. Incorporate discussions on academic integrity and plagiarism in relevant courses and academic programs.

### **Detection of Plagiarism**

- a. The university will employ appropriate plagiarism detection tools and software to screen academic submissions for potential instances of plagiarism.
- b. The results of these checks will be used as a reference by faculty members and the disciplinary committee.

### **Reporting Plagiarism**

- a. All members of the academic community have a responsibility to report suspected cases of plagiarism to the relevant authority, whether it is a faculty member, academic coordinator, or department head.
- b. Reports will be treated with confidentiality, and due process will be followed in handling each case.

### **Fair Use and Copyright Compliance**

- a. The university recognizes the principle of fair use and the importance of respecting copyright laws.
- b. Properly citing and obtaining permission for the use of copyrighted material is essential for complying with intellectual property rights.

## **Conclusion**

By adhering to these policies and guidelines, we reaffirm our commitment to promoting academic integrity, originality in research, and ethical scholarship at Lahore University of Biological & Applied Sciences.

Let us collectively uphold the values of academic integrity, honesty, and respect for intellectual property at Lahore University of Biological & Applied Sciences. Together, we can create a conducive environment for scholarly pursuits and advance knowledge in our respective fields.