

Guidelines for Writing Papers for the Transactions of the Japan Society of Refrigerating and Air Conditioning Engineers

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1. Purpose of the Transactions of the Japan Society of Refrigerating and Air Conditioning Engineers and the Main Purpose of These Guidelines

The Transactions of the Japan Society of Refrigerating and Air Conditioning Engineers (hereinafter referred to as "Transactions") is published four times a year based on Articles 3 and 4 of the Japan Society of Refrigerating and Air Conditioning Engineers Articles of Incorporation*. It aims to contribute to the advancement of science and technology in the fields of refrigeration, air conditioning, heat pumps, food, medical care, and related industries, as well as the development of businesses in these fields. It serves not only members but also as a platform for researchers and engineers in related fields to share research and development outcomes. refrigeration, air conditioning, heat pumps, food, medical science, and technology, as well as the advancement of related industries. It aims to facilitate the exchange of information and mutual enlightenment regarding research and development achievements not only among members but also among researchers and engineers in related fields.

These guidelines consist of submission rules, writing rules, and review rules concerning the preparation of original papers, reprinted papers, research reviews, and other materials as defined in Section 2.(1).

2. Submission Regulations

(1) **Types of Manuscripts Submitted** The proceedings consist of the following three types of articles. All must be submitted in accordance with the writing guidelines set forth in these guidelines and judged publishable according to the review guidelines.

- 1) **Original Research Papers:** Papers related to the above objectives, consisting of the author's unpublished work, and meeting the following conditions:
 - a) **Originality:** Novelty or originality in subject matter, content, or research methodology.
 - b) **Usefulness:** Must possess academic or technical value (based on the author's application)
 - c) **Developmental Potential:** Demonstrate future potential and developmental prospects for academic systems or engineering applications

This association aims to promote the development of low-temperature, refrigeration, and air-conditioning engineering; refrigeration businesses; refrigeration and air-conditioning equipment manufacturing; and other general refrigeration applications.

d) Reliability: The content must not contain obvious (or significant) errors.

e) Completeness: The paper must be complete in its entirety.

2) Reprinted Papers: Papers by the same author that were originally published in the Transactions of the Japan Society of Refrigerating and Air Conditioning Engineers, translated into English or Japanese.

No changes to content or authorship are permitted. Clearly state "Reprinted Paper" below the title.

3) Research Reviews: Covering fields relevant to the above objectives, these provide a broad perspective on the current state of research and recent advances in topics of particular interest to members and high topical relevance. They are generally submitted upon invitation by the Editorial Board.

(2) Author Eligibility: Membership status is not required for authors of submitted manuscripts. However, publication fees differ depending on whether the authors include members of this Society (Type 2 Regular Members).

Furthermore, Research Reviews are generally commissioned by the Proceedings Editorial Committee.

(3) Submission Requirements Manuscripts must be written in Japanese or English. Papers must be the author's unpublished work. Papers presented orally at academic conferences hosted or co-hosted by this Society or other academic associations (and published in conference proceedings), or papers published in the author's institutional publications (such as university or research institute bulletins), are considered unpublished papers. However, in such cases, the manuscript cover page must clearly state this fact, and a copy or reprint must be attached. When submitting a paper as-is from the above conference proceedings or publications, clearly state the name of the proceedings or publication according to the paper template format. For reprinted papers, clearly state this fact on the manuscript cover page and specify the manuscript type and the original paper according to the paper template format.

(4) Page Count: Generally 6- 12 pages . However, this does not apply when approved by the Editorial Board . Furthermore, for Japanese manuscripts, pages consisting solely of the English title, author names/affiliations, summary, and keywords on the final page are not included in the above page count.

(5) Manuscript Submission Manuscripts must be prepared in accordance with Section 3. Writing Guidelines. Submissions must be made via the online submission system (Editorial Manager, hereinafter EM) by uploading the following PDF files: a) Manuscript, b) Author Information, and c) Abstract.

to EM. (<https://www.editorialmanager.com/tjsrae/default2.aspx>)

a) Main text (For Japanese manuscripts, this includes the English section on the final page)

b) Manuscript cover page

c) Copyright Transfer Agreement

Within one week of manuscript receipt EM to the author with the manuscript receipt number, will send an acknowledgment email. If you do not receive this acknowledgment email, your submission may not have been processed.

If you do not receive the confirmation email, your manuscript may not have been accepted. Please be sure to inquire.

Please note that manuscripts submitted after being judged acceptable for publication are the author's responsibility to proofread.

(6) Contact

103-0011

Nihonbashi Ohtomi Building 5F, 13-7 Nihonbashi Ootemachō, Chuo-ku, Tokyo 103-0011

TEL: 03-5623-3223 FAX: 03-5623-3229

E-mail: ronbun@jsrae.or.jp

URL: <http://www.jsrae.or.jp/>

(7) Manuscript Review Manuscript review shall be conducted according to the review regulations in Section 4.

(8) Manuscript Receipt and Acceptance Dates The manuscript receipt and acceptance dates are as follows.

1) Receipt Date: The date the manuscript is received via the EM system at . However, for manuscripts requested for content revision following review, if the author fails to submit the revised manuscript (with necessary corrections) to within two months of the request date from the Society (), the initial receipt date shall be invalidated.

2) Acceptance Date: The date the Editorial Board finally approves the manuscript for publication shall be considered the acceptance date.

(9) Publication Fees (excluding tax)

Original Research Papers (if authors include Type 2 Regular Members): Up to 12 pages: ¥6,000/page; Excess pages: ¥12,000/page

Original Articles (when authors do not include Type 2 Regular Members): Up to 12 pages: ¥9,000/page; Excess pages: ¥18,000/page

Reprinted Papers: Flat rate of 6,000 yen per page including any excess pages (). Publication format follows standard papers.

Excess pages will be accepted only if approved by the committee. For Japanese manuscripts, if the final page consists solely of the English title, author names and affiliations, summary, and keywords, that page will be excluded from the page charge calculation. Additionally, if color printing is desired for inclusion in the proceedings, an additional fee will be charged. Note that for web publication of the paper, the electronic data printing final used will be employed only the color-printed portions will be displayed in color; therefore, .

(10) Reprints Reprint requests are accepted in units of 50 copies. The cost is the amount set by the Society. Reprint requests must be made by notifying the Society when submitting the final manuscript. Requests for reprints from parties other than the authors will not be honored.

(11) Return of Manuscripts Submitted manuscripts will not be returned in principle. However, photographs, drawings, and other original artwork created by the author may be returned upon prior request.

(12) Copyright

The copyright for papers, reprinted papers, and research reviews published in the proceedings belongs to the "Public Interest Incorporated Association The Japan Society of Refrigerating and Air Conditioning Engineers Copyright Regulations".

Therefore, authors must submit a "Copyright Transfer Certificate" to the Society when submitting their manuscripts. If a submitted manuscript is not accepted for publication, the "Copyright Transfer Certificate" becomes invalid, and the copyright for the work is returned to the author.

The proceedings Creative Commons CC BY-NC-ND 4.0 International License are licensed under the. This license permits sharing of unmodified articles for non-commercial purposes only, provided appropriate credit is given. Authors and co-authors must agree to grant this license.

(13) Permission for Reprinting

When an author uses figures, tables, photographs, etc., owned by a third party in a manuscript, the author must obtain prior written permission for reprinting from the third party. Additionally, the author must obtain written permission from the third party stating that the work may be published in the Society of Refrigeration and Air Conditioning Engineers of Japan's publications (including electronic media such as websites) without further consent. However, when reproducing third-party works in a "Research Review" commissioned by the Society, the Society Secretariat shall obtain reproduction permission from the third party. Therefore, authors must submit a list summarizing copyright information for the figures, tables, photographs, etc., to be reproduced to the Society Secretariat upon manuscript submission.

Furthermore, when excerpting (quoting) a portion of a third party's published work without obtaining reprint permission, such use must comply with fair practices under the Copyright Act and be limited to what is necessary for the purpose.

3. Writing Guidelines

This outline explains the general format requirements for manuscripts. For Japanese manuscripts, first write the title, author names and affiliations, abstract, and keywords in Japanese, then provide their English translations at the end of the manuscript. For more detailed instructions, refer to the separate template.

(1) Font Formatting

Use Mincho typeface (e.g., MS Mincho) for Japanese text and Times-based fonts (e.g., Times New Roman) for English text.

(2) Title

The title should be centered, starting one line below the top margin (30mm).

The Japanese title should be set in Mincho 14 pt (single line spacing). To indicate a continuation, add a subtitle on a new line as shown in the example below. The Japanese subtitle should be 12 pt (single line spacing). The English title should be 12 pt bold (single line spacing), and the English subtitle should be 10.5 pt bold (single line spacing). For the English title, capitalize the first letter of each word except for prepositions and conjunctions.

(Example) **Performance of Evaporative Coolers**
 — Part 2: Plate-Type Evaporative Cooler —

 Performance of Evaporative Cooler
 — 2nd Report : Plate Type Evaporative Cooler —

For reprinted papers, clearly indicate the original paper as follows (10 pt bold, single line spacing).

(Example ※For Japanese translations) **Performance of Evaporative Cooler**
 Performance of Evaporative Cooler※
 ※Translated paper [Original: Trans. JSRAE, Vol.○, No.○, pp.○-○, (2○○○)]

(3) Author Name

For Japanese manuscripts, author names should be listed in both Japanese and English. For English manuscripts, author names should be listed in English only. The font size for both Japanese and English should be 10.5 pt (single-spaced), printed one line below the title. For English names, the surname should be written in all capital letters. The romanization format should follow the example below.

(Example of Japanese notation) Taro Yamada* Jiro Kawakami** Saburo YAMAKAWA*†

(Example of English notation) Taro YAMADA* Jiro KAWAKAMI** Saburo YAMAKAWA*†

Following the template format, enter the contact author's fax number and email address in English in the designated field (bottom left of page 1 of the main text).

(4) Affiliation

Follow the example below to list the author's affiliation and location. For English addresses, use the format: block number-lot number-building number, town name, city/county/village (only the name for areas outside Tokyo's 23 wards), prefecture (only the name for prefectures), postal code, country name (omitted for Japan). Use 10 pt font size for both Japanese and English text, with single line spacing. Print the author list followed by a blank line.

(Example in Japanese)

*Department of Mechanical Engineering, Faculty of Engineering, The University of Tokyo (7-3-1 Hongo, Bunkyo-ku, Tokyo 113-0033)

**Graduate School of Frontier Sciences, The University of Tokyo, Department of Environmental Studies (7-3-1 Hongo, Bunkyo-ku, Tokyo 113-0033)

(Example in English)

*Department of Mechanical Engineering, Faculty of Engineering, The University of Tokyo (7-3-1 Hongo, Bunkyo-ku, Tokyo 113-0033)

**Institute of Environmental Studies, Graduate School of Frontier Science, The University of Tokyo

(5) Abstract

1) For Japanese manuscripts, summarize the paper content in approximately 300 characters, starting with a space after the first character. Use 10 pt font size (line spacing 12 pt), leaving one line space (single line spacing) after the affiliation before printing. Do not use figures or tables, and do not cite references. Additionally, include an English Summary of 150- 200 words following the guidelines in 2) for preparing English manuscripts. The English Summary may reproduce figures or tables used in the main text. In this case, limit the number of figures/tables to the absolute minimum and ensure the English section does not exceed one page. Do not cite references.

2) For English Manuscripts

Summarize the paper content concisely in English within 150- 200 words, starting with a 2-character space. Do not include figures or tables, and do not cite literature. Use 9 pt font size (10 pt line spacing), leaving one full line (single line spacing) after the affiliation before printing.

(6) Keywords

Select 5 to 8 keywords that accurately express the subject and allow the paper's content to be readily inferred. Choose approximately 2 keywords from the attached standard keyword list and place them at the beginning. When using English, capitalize only the first letter of the first word. Use 10 pt font size and print after leaving one line space (single line spacing) following the abstract or Summary.

(7) Main Text Format

The main text should be set in a two-column layout. Print it starting two lines below the keywords, using 10 pt font. Set the line spacing to 12 mm. Margins should be 30 mm top, 27 mm bottom, and 24 mm on both sides. Each page should contain 44 lines (with 15.4 pt line spacing), and each line should contain 21 full-width characters. The order of presentation should generally follow: Introduction, Symbols and Abbreviations, Theory, Analysis, Experiment, Methods, Results, Discussion, Conclusion, and References.

Chapter, section, subsection, and subheading symbols shall generally be expressed according to the following guidelines. Additionally, after the chapter, section, subsection, or subheading symbol, leave a full-width space equivalent to one character before writing the chapter, section, subsection, or subheading title. Chapter titles shall be printed centered on the line in 11 pt font, with one line spaced above and below (line spacing 15.4 pt). Sections and items should be written starting at the beginning of the line in 10 pt font (line spacing 15.4 pt), followed by a line break before printing the main text. Subheadings should be printed in 10 pt font, formatted as (a)....., (b)....., with a full-width space equivalent to two characters after the title before printing the main text.

Chapter 1.2.3.

Section 1.1 1.2 1.3

Subsection 1.1.1 1.1.2 1.1.3

Subheadings (a) (b) (c)

(8) Sentences

- 1) Japanese text shall use simple, colloquial expressions (e.g., "desu," "nado") and shall, in principle, use standard kanji and modern kana spelling.
- 2) Do not mix American and British spellings for English words.
- 3) Insert a full-width space equivalent to one character at the beginning of the main text and at the start of each new line. For English manuscripts, insert a space equivalent to five half-width characters, except for paragraphs immediately following chapters, sections, items, and subheadings.
- 4) Use commas (,) and periods (.) for punctuation. Use commas (,) for parallel phrases and en-dashes (・) for separators within foreign words or kana expressions.

(Example) (Parallel phrases) Compressor, condenser, and evaporator

(Foreign words written in kana with two or more words) Crankcase heater

- 5) English-spelled loanwords in Japanese manuscripts should be written in lowercase, except for proper nouns such as personal names and place names. When writing foreign words in katakana, include the original language in parentheses () as necessary.

(Example) cryogen

For personal names: Smith; when ambiguous, J. Smith

For multiple authors: Smith et al. (English), Smith 他 (Japanese)

6) When indicating fiscal years, always use the Gregorian calendar year; do not use terms like "this fiscal year" or "last fiscal year."

7) English manuscripts should ideally undergo native speaker review beforehand (the Society does not provide editing services).

(9) Terminology, Units, and Symbols

1) Academic terms should generally follow the "Glossary of Academic Terms" compiled by the Ministry of Education, Culture, Sports, Science and Technology (MEXT) and the Refrigeration, Air Conditioning, and Food Terminology Glossary published by this Society. For other fields such as biology, use the terminology glossaries of the major societies in the respective fields.

2) Units shall use the International System of Units (SI) as specified in JIS Z 8203 (International System of Units (SI) and its Application). Conversion from units not included in SI to SI units shall follow JIS Z 8203. Unit symbols shall be in Roman (solid) font. Insert a half-width space between the number and the unit.

3) Symbols shall, in principle, comply with JIS Z 8202 (Quantity Symbols, Unit Symbols, and Chemical Symbols), JIS Z 8201 (Mathematical Symbols), and JIS B 8601 (Refrigeration Symbols). Quantity symbols shall be written in italic type.

4) Product names should not be used as a general rule.

5) Insert a quarter-width or half-width space between the symbol and number in refrigerant designations, e.g., R 134a.

(10) Numbers and Mathematical Expressions

1) Write numerical values as follows. Place the decimal point slightly below center.

(Example) Incorrect .123 → Correct 0.123, Incorrect 1 · 234 → Correct 1.234

Incorrect 1,234.5 → Correct 1234.5, Incorrect $1.23 \cdot 10^{-3}$ → Correct 1.23×10^{-3}

2) Formulas within sentences should be consolidated into a single line as shown below.

(Example) Incorrect: $\frac{a}{b}$ → Correct: a/b , Incorrect: $\frac{a+b}{c+d}$ → Correct: $(a+b)/(c+d)$

3) Insert equations independent of the text after a full-width 2-character indent from the left margin, with 0.5 lines of space above and below. Place sequential numbers (1), (2), (3), etc., at the right margin. When referencing within text, use expressions such as Equation (1), Equation (2), Equations (1) - (3), etc. In English, use Eq. (1), Eqs. (1) and (2), Eqs. (1) - (3), etc.

4) The order of parentheses within an equation follows the sequence $\{ () \}$.

5) Logarithms and Exponents

Natural logarithm: $\ln X$, Common logarithm: $\log X$, Exponential function: e^X , $\exp(X/a)$

(11) Biological names

1) In Japanese manuscripts, standard Japanese names are written in katakana, followed by the scientific name in italics. However, nouns not representing biological names, such as "sardine fishing nets" or "bonito flakes," follow conventional notation.

2) In English manuscripts, the scientific name should follow the biological name in italics. For names like microorganisms, use the scientific name directly.

3) As a rule, omit the author's name, but include it when specifically necessary.

(Example) Pacific sardine *Sardinops melanosticta* (TEMMINCK et SCHLEGEL)

(12) Chemical Substance Names

- 1) When listing chemical substance names in Japanese manuscripts, follow convention by writing them in kanji or katakana. When the original language must be used, write it as shown in (Example).

(Example) hydrochloric acid, glycogen, 10 mmol phosphate buffer, chlorodifluoromethane

- 2) Compound abbreviations should follow international conventions. When necessary, note this in the main text or footnotes.

(Example) TVB-N: Volatile Basic Nitrogen

ATP: Adenosine triphosphate

- 3) Enzyme names follow the International Union of Biochemistry nomenclature.

(13) Figures, Tables, Photographs

- 1) All figure and table captions shall be written in English.
- 2) Number figure and table captions as Fig. 1, Figs. 1-3, Table 1, etc. (Include photographs under figures). Use a 10 pt Times font for captions, capitalizing only the first letter of the first word. Captions should begin with a full-width space after the number. Additionally, leave one line space using 10 pt font between the title/caption and the main text.

(Example) Fig. 1 Apparatus Table 1 Experimental conditions

- 3) Use clear, printable figures, tables, and photographs. All text within figures and tables must use a Times font of 9 pt or larger. Additionally, use a 10 pt Times font for the titles of the horizontal and vertical axes in graphs.
- 4) Photographs should be clearly printed.
- 5) When referring to figures or tables within the manuscript, regardless of whether the text is in Japanese or English, use the following notation: Fig. 1, Figs. 1-3, Table 1. However, when the reference appears at the beginning of a sentence, write it out fully as Figure 1.

(14) References

- 1) The font size for the reference list should be 9 pt.
- 2) References cited or consulted in original research papers, reprinted papers, and research reviews should be listed in English at the end of the manuscript as follows.
- 3) Assign sequential reference numbers throughout the article. Place these numbers in superscript^{at} the right margin of the corresponding text, e.g.,^{1,2)},²⁻⁵⁾.
- 4) Citations should follow the format below. When citing multiple articles from the same journal, "ibid." may be used. When citing a Japanese-language original work with an English title, include "(in Japanese)". For Japanese literature with an English journal name, book title, or title name provided, use the English name. For titles without an English name, use Romanized spelling. For papers, chapters, or patent titles without an English name, the author should provide their own English translation, followed by the Japanese title in Romanized form within parentheses.

a) For Journals

Author name, Article title, Journal name, Publication year, Volume (Issue), Starting and ending page numbers. (Journal names in italics, volume in bold)

(Example) Tanaka, T., Study on Refrigeration, *Transactions of the Japan Society of Refrigerating and Air Conditioning Engineers*, 2009, **26**(1), pp. 42-53. (in Japanese)

Kaushik, S.C. and Arora, A., Energy and Exergy Analysis of Single Effect and Series Flow Double Effect Water-Lithium Bromide Absorption Refrigeration Systems, *International Journal*

of Refrigeration, 2009, **32** (6), pp. 1247-1258.

(Example: When no English title is available)

Reito, K., Dehumidification Behavior of Desiccant Rotor (Deshikanto rota no jyoshitsu kyodou),
Bunri gijyutsu, 2009, **20**(1), pp. 142-153. (in Japanese)

b) For books

Author name, "Book title", Volume (omitted if only one volume), Edition (Editor name),
Publication year, Publisher, Publication location, Page(s) cited.

(Example) Tanaka, T., "Refrigerating Machine," 1996, Japan Publishing Co., Tokyo, pp. 40-42.
(in Japanese)

Ito, J., "Air Conditioning", Vol. 3, 2nd ed., (ed. by T. Tanaka), 1983, Air Conditioning Press,
Tokyo, pp. 45-46. (in Japanese)

Franks, F., "Effects of Low-temperatures on Biological Membranes", (ed. by Morris, G. J. and
Clarke, A.), 1991, Academic Press, London, pp. 3-19.

c) For translated works

Original Author Name (Translator Name), "Title of Work," Publication Year, Publisher, Publication Place,
Page Number.

(Example) Kriss, A. E. (Translated from Russian by Shewan, J. M. and Kabata, Z.), "Low Temperature
Preservation Foods," 1996, Oliver and Boyd, Edinburgh, UK, pp. 43-51.

d) For international conference proceedings

Author name, Conference Proceedings Title, Conference Location (Conference Year), Volume,
Pages.

(Example) Lorentzen, G., Proceedings of New Applications of Natural Working Fluids in Refrigeration
and Air Conditioning, Hannover, Germany (1994), pp. 23-36.

Jansen, M. J. P., Engels, F. L. M., and Kuijpers, L. J. M., Proc. 19th Int. Cong. Refrig., The
Hague, Netherlands (1995), Vol. IVb, pp. 860-867.

e) For domestic conference proceedings

Author names (list all authors), Proceedings title, Conference location (Conference year), Volume,
Pages.

(Example) Reito, T. and Kucho, H., Proceedings of 2003 JSRAE Annual Conference, Tokyo (2003), pp.
1-4. (in Japanese)

f) Technical documents (catalog)

Technical document title: Publisher name, (Publication year).

g) For patents

Inventor name, "Invention name", Year, Patent/Application/Publication number.

Reito, T. and Kucho, H., "Refrigerator", 2002, US Patent 1234567.

Kameyama, H., "Production Method of Thermal Conductive Catalyst" (in Japanese), 2009, Japanese
Patent Disclosure H02-144154.

h) For websites

Website URL, (citation date).

5) Journal Abbreviations

Journal names may be abbreviated.

a) For domestic journals

Transactions of the Japan Society of Refrigerating and Air Conditioning Engineers

Transactions of the Japan Association of Refrigeration (Trans. JAR)

Proceedings of the JSRAE Annual Conference Proc. of (Year) JSRAE Annual Conference

Proceedings of the JSRAE Annual Conference (Year)

Proceedings of the JAR Annual Conference (Year)

Refrigeration or Refrig.

Transactions of the Japan Society of Mechanical Engineers

Journal of the Japanese Society of Mechanical Engineers

Transactions of the Society of Heating, Air-Conditioning and Sanitary Engineers of Japan Trans.

SHASE

Journal of the Society of Heating, Air-Conditioning and Sanitary Engineers of Japan J. SHASE

Journal of Food Hygiene, Japan

Journal of the Japanese Society for Food Science and Technology

Journal of the Japanese Society of Fisheries Science

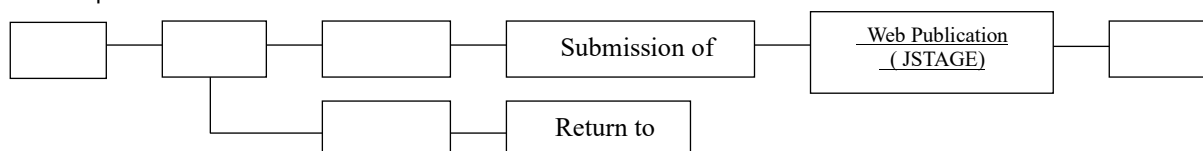
Bulletin of the National Research Institute of Fisheries Science

Journal of the Japanese Society for Agricultural

b) Foreign journals shall follow the abbreviations in ISO 833.

4. Proofreading Regulations

(1) Manuscript Submission Process



Return Regarding inquiries accompanying proofreading, authors shall revise the manuscript as necessary and submit the revised manuscript along with their responses.

(2) **Editorial Responsibility** The editing of the proceedings is conducted under the responsibility of the Editorial Committee in accordance with its policies.

(3) **Responsibility for Manuscript Content** Authors bear ultimate responsibility for the content of their manuscripts.

(4) **Manuscript Review:** Reviewers selected by the Editorial Committee will review the content of the manuscript to determine its appropriateness in light of the journal's editorial policy, decide on acceptance or rejection, determine whether revisions are necessary, and classify it for publication.

(5) **Selection of Reviewers:** The Editorial Board shall select multiple reviewers deemed most appropriate for each manuscript, in principle from among the review committee members.

(6) **Disclosure of Reviewers' Names** Reviewer names shall not be disclosed to authors or the public under any circumstances.

(7) **Review Method and Period** Reviewers conduct reviews based on these guidelines and separately established internal review rules. They respond to necessary items based on their findings via EM.

The review period shall be within three weeks of receiving the manuscript.

(8) **Acceptance Decision:** The editorial committee shall decide whether to accept or reject the reviewed manuscript based on the reviewer's opinion.

(9) **Manuscripts Accepted for Publication** Manuscripts accepted for publication will be notified to the authors, promptly published online, and included in the proceedings.

(10) **Manuscripts Rejected for Publication** Manuscripts deemed unsuitable for publication will be returned to the author via email along with () the reviewer's comments and other relevant information (.

(11) **Other Procedures** Matters not specified in the review regulations shall be determined by the Editorial Board as necessary on a case-by-case basis.

5. Handling of Paper Withdrawal, Retraction, and Revision

(1) Manuscript Withdrawal (Before Publication)

If an author wishes to withdraw a manuscript, the corresponding author shall promptly submit a signed statement (signed by all authors if co-authored) explaining the reason to the Editorial Board. If the Editorial Board approves the withdrawal, the manuscript shall be returned to the corresponding author.

If an author withdraws a manuscript after receiving notification of acceptance from the Editorial Board, the author shall bear the publication fee. Any resubmission of a previously withdrawn manuscript shall be treated as a new submission.

(2) Manuscript Withdrawal (After Publication)

If an author wishes to withdraw a manuscript, the corresponding author shall promptly submit a signed statement (signed by all authors if there are co-authors) explaining the reason to the Editorial Board. If the Editorial Board approves the withdrawal, the copyright will be returned to the author. The Editorial Board will announce this decision through the Transactions of the Japan Society of Refrigerating and Air Conditioning Engineers.

(3) Publication Revocation

If publication fees remain unpaid for one year after the invoice is issued, the author(s) will be barred from submitting new manuscripts or having new papers published until payment is completed. Furthermore, if payment remains outstanding for over two years after the invoice is issued, the Editorial Board may revoke the publication of the paper. Furthermore, if a published paper is found to contain serious flaws attributable to the author's responsibility, such as duplicate submission, fabrication of results, or plagiarism, the Editorial Board may, after deliberation, retract the paper.

Copyright for retracted papers shall be returned to the authors.

(4) Corrections After Manuscript Submission

Corrections after manuscript submission are generally not permitted. However, typographical errors may be corrected during author proofreading.

(5) Corrections After Publication

Corrections to published manuscripts are not permitted. If an author requests minor corrections after publication, an errata sheet will be published as a correction notice.

Furthermore, if a major correction affecting the paper's conclusions is necessary, the Editorial Board may decide to retract the paper after deliberation.