

IOP Publishing

IOP Conference Series: Earth and Environmental Science

Agreement

The 1st International Conference on Sustainable Science, Technology, and Education (The 1st ICSSTE 2024)

10-11 October 2024, Lombok, Indonesia

MEMORANDUM OF AGREEMENT made this 31 July 2024, between IOP Publishing Ltd, of No.2 The Distillery, Glassfields, Avon Street, Bristol BS2 0GR, UK (hereinafter called ‘the Publisher’) and Prof. Aris Doyan, Ph.D., (arisdoyan.gd@unram.ac.id) (hereinafter called ‘the Organiser’).

Whereby it is agreed between the parties and their assignees or successors as follows:

The Publisher shall publish refereed and accepted papers (hereinafter called ‘the Work’) presented at The 1st International Conference on Sustainable Science, Technology, and Education (The 1st ICSSTE 2024), 10-11 October 2024, Lombok, Indonesia (‘the Conference’) as an open access volume of IOP Conference Series: Earth and Environmental Science (hereinafter called ‘the Journal’) within a reasonable time of their delivery. In this clause, and hereafter, ‘publish’ means electronic publication of the issue on the Publisher’s Web server, with HTML headers and linkable references and full-text PDF files of papers. The Publisher will provide access to the Work free of charge via the Publisher’s web server.

1. The Publisher shall provide access to the Organiser to an online article management and peer review system (the “Platform”) accessible only by the Organiser and individuals authorised by the Organiser. The Organiser shall at all times adhere to all the terms of use regarding the Platform and shall ensure that its authorised users do the same. The terms of use are set out in Appendix A.
2. The Organiser shall use the Platform for the reviewing of all the papers.
3. The Organiser shall submit the refereed and accepted papers to the Publisher via the Platform not later than 25 January 2025 (hereinafter called the ‘Submission Date’). Provided all papers are delivered to the Publisher by the Submission Date, and provided those papers are prepared in full accordance with the Journal’s *Author Guidelines* and IOP’s *Peer Review Policy*, and supplied to the Publisher using the procedures in the Journal’s *Submission Guidelines for Conference Organisers* (these guidelines are referred to in Appendix A), the Publisher shall publish the Work in the Journal within three months of delivery. The Organiser acknowledges that the Publisher will invoice the Organiser for the agreed number of papers on the Submission Date.
4. Copyright in the Work will not be assigned to the Publisher but retained by individual authors or their employers. The Publisher shall be granted a licence to publish on the terms set out in Appendix B to this Agreement (‘the Proceedings Publication Licence’). The Organiser shall bring to the attention of the community the fact that, by submitting a paper for publication in the Journal, an author is assumed to accept all of the terms of the Proceedings Publication Licence. The Organiser shall do this by using prominent wording in an appropriate and suitable position on the Conference web site, including it in all emails and/or documents which issue a call for papers, emailing all potential authors to notify them of the Proceedings Publication Licence and its conditions, emailing them again where possible on submission of a paper and

all other appropriate means. For the avoidance of doubt, the submitting author shall be deemed to be agreeing to all of the terms of the Proceedings Publication Licence on their own behalf and on behalf of all their co-authors.

5. The Publisher reserves the right to publish the Work at a later date if the complete Work is not delivered to the Publisher by the Submission Date, or if the Work is, in part or as a whole, not prepared as specified in the guidelines referred to in Appendix A or otherwise not in conformity with this Agreement. Any papers in the Work which are not prepared in accordance with the Publisher's guidelines or requirements may be returned to the Organiser for correction or amendment, which will result in publication delays.
6. Unless otherwise agreed in writing, the papers in the Work shall be full proceedings papers. If the Work contains more than 5% of abstract-only or 1-page poster paper submissions, the Publisher reserves the right to decline, or delay, in whole or in part, publication of the Work. The Organiser may be asked to resubmit the Work with the unsuitable papers removed.
7. The Publisher reserves the right to exclude any papers from the Work if, in its opinion, or those of its advisers, any papers are considered inappropriate for publication by the Publisher. Such reasons shall include, but not be limited to, papers which infringe third party rights, contain libellous or unlawful statements and/or have not been peer reviewed in accordance with the Peer Review Policy referred to in Appendix A. The Publisher takes allegations of research and publication misconduct very seriously and will investigate any such allegations in accordance with its procedures. The Publisher reserves the right to request any and all correspondence relating to the submission and peer review of papers submitted for publication and the Organiser shall supply these to the Publisher immediately on request. In situations where the Publisher considers that misconduct has occurred, the Publisher reserves the right to amend or retract the Work as it sees fit. The Publisher also reserves the right to inform the relevant institutions about any authors and/or conference organisers who it deems to have committed misconduct. The Organiser shall indemnify, defend and hold the Publisher harmless against any loss, damage, cost, liability or expense (including, but not limited to, reasonable attorneys' fees) which arises from any action or claim of a third party that the Work contains libellous or unlawful statements or that publication of the Work infringes the copyright or other intellectual property right of such third party.
8. In the event of the Publisher excluding individual papers from the Work, the Publisher shall be entitled to charge the Organiser a fee of USD 95 per excluded paper. If the Publisher decides to exclude all the papers in the Work, the fee charged shall be 50% of the total fee agreed between the parties for the publication of the Work. The parties agree that these amounts are genuine pre-estimates of the work undertaken by the Publisher to review the papers and are not intended as a penalty.
9. The Organiser shall ensure that papers submitted to the Journal shall have been peer reviewed fully in accordance with the Journal's *Peer Review Policy referred to in Appendix A*, have been checked by the Editor(s) and authors and be in final form ready for publication. The Organiser shall ensure that all those conducting peer review abide by the Journal's *Peer Review Policy* and that the Platform is used.
10. The Work shall contain full disclosure of the Peer Review carried out as above, using the form provided in Appendix C.

“Pre-publication approval and proofs

- a. **For online publication:** prior to electronic publication of the Work, the Organiser, or its appointed representative, will be supplied with a username and password to log in

to the Publisher's servers to check and approve the Work. For security and privacy reasons, this username and password shall not be distributed to the proceedings Authors or any other third parties.

- i. On submission to the Publisher, all papers in the Work shall already have been checked by the Editor(s) and authors and be in final form ready for publication.
 - ii. If the Organiser or the Editor(s) request substantial amendments or changes to the Work at the proofing stage, the Publisher reserves the right to make a charge to cover the Publisher's staff time.
 - iii. Subject to the other terms of this Agreement, on final approval by the Organiser, the Publisher will publish the Work onto its public servers.
11. Authors will not be sent proofs of their papers. After submission of the accepted papers, it will not normally be possible to include amended or corrected papers in the Journal.
12. Post-publication changes to the Work will be made at the sole discretion of the Publisher. If the Organiser becomes aware of any request or need to make post-publication changes, the Organiser shall inform the Publisher in writing and without delay. If agreed by the Publisher, any such changes or amendments will be conducted with appropriate reference to the conventions, guidelines and practices of scientific publishing in recognition that the Work has become part of the record of science. By way of example, the Organiser is advised that it is not normally possible to simply replace a paper after it has been published in the Work, nor is it normally possible to remove papers, except under exceptional circumstances, once they have been published. In the event that any papers published in the Work should require replacement and/or amendments after their submission, the Publisher reserves the right to charge a fee equivalent to USD 95 per paper as an administration fee.
13. The Editor(s) of the Work shall be:

Prof. Aris Doyan, Ph.D.,
University of Mataram
arisdoyan.gd@unram.ac.id

Assoc. Prof. Dr. Lalu Rudyat Telly Savalas
University of Mataram
telly@unram.ac.id

Prof. Dr. Suwardji
University of Mataram
suwardji@unram.ac.id

Dr. Pravin Dudhagara
Veer Narmad South Gujarat University
pravindudhagara@vnsgu.ac.in

Assoc. Prof. Muhammad Aziz
The University of Tokyo
maziz@iis.u-tokyo.ac.jp
14. The Editor(s) shall:
 - a. ensure that all files are submitted in the appropriate format(s);

- b. inform authors about the Journal's guidelines, manuscript templates and the need for correct preparation of their PDF files. The Journal's web site contains detailed advice on preparing PDFs, which shall be brought to the attention of all authors in advance of submitting their papers;
- c. provide supplementary material (if any) (e.g. preface) to be included in the Work;
- d. ensure that authors have applied for, and obtained, permission to reproduce in electronic form (and print form, where appropriate) any copyright materials to be included in the Work. It is the responsibility of individual authors to obtain copyright permission; the Publisher's staff are unable to undertake this on their behalf. Failure to obtain copyright permissions can result in significant delays to publication; and
- e. ensure all papers are peer reviewed in accordance with the Publisher's Peer Review Policy referred to in Appendix A.

15. This Agreement covers online publication only.

16. The Organiser shall pay the Publisher the following sums:

- a. For online publication of the Work: USD 95 per submitted article (Ninety Five US Dollars).
For the avoidance of doubt, the fees payable by the Organiser shall be calculated on a per submitted article regardless of whether that article is published in the Work in accordance with this Agreement.
- b. The Organiser is requested to provide the Publisher with its VAT registration number (or local equivalent).

If the Organiser provides the Publisher with a valid VAT registration number (or local equivalent), the transaction will be treated as a business-to-business ("B2B") transaction from a tax perspective and any applicable VAT will be charged at the prevailing rate for B2B transactions at the point of invoicing. The Organiser may be required to apply the 'reverse charge' rules.

If the Organiser is not registered for VAT (or local equivalent) or does not provide a valid VAT registration number (or local equivalent), the transaction will be treated as a business-to-consumer ("B2C") transaction from a tax perspective and any applicable VAT will be charged at the prevailing rate for B2C transactions at the point of invoicing.

For Organisers in India only: if the Organiser either supplies the Publisher with a valid 'TDS' GSTIN or does not provide any GSTIN, the transaction will be treated as a business-to-consumer ("B2C") transaction from a tax perspective and any applicable VAT will be charged at the prevailing rate for B2C transactions at the point of invoicing.

Please note that the Publisher is registered for VAT in the UK and South Africa, and is registered for GST in India.

The Organiser has supplied the Publisher with the following:

VAT registration number (or local equivalent)	Country of VAT registration	For India only: GSTIN type – regular / TDS
084186659911000	Indonesia	

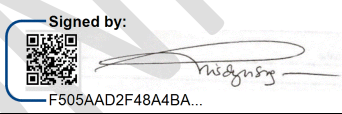
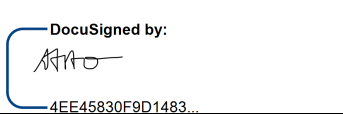
- c. Payment by the Organiser under this clause shall be made to the Publisher within 30 days of date of invoice. The invoice shall be sent to the following:

Prof. Aris Doyan, Ph.D.,
 Faculty of Teacher Training and Education, University of Mataram, Jl. Majapahit No. 62 Mataram, 83125 Indonesia
 +6281224774718
arisdoyan.gd@unram.ac.id

17. The Organiser shall provide, if requested, free exhibition space and one free Conference registration for a Publisher member of staff to attend the Conference. The Organiser shall also make arrangements, if requested, for promotional material, supplied by the Publisher, to be inserted in the delegates' packs.
18. This Agreement shall be governed and interpreted in all aspects in accordance with the Laws of England and the parties submit to the exclusive jurisdiction of the English Courts.

The Organiser accepts the terms stated above

AS WITNESSED THE HANDS OF THE PARTIES

Signature		Signature	
Date	August 1, 2024 12:38 BST	Date	August 9, 2024 09:18 BST

Appendices

Appendix A: Summary of important documentation

The Organiser's attention is drawn to the following documents that form part of this Agreement and which the Organiser (or Editor(s)) shall comply with.

- Peer Review Policy

Available from

<https://publishingsupport.iopscience.iop.org/questions/proceedings-peer-review-policy/>

- Submission Guidelines for Conference Organisers

Available from

<https://publishingsupport.iopscience.iop.org/questions/iop-conference-series-publication-procedure/>

- Author Guidelines

Available from

<https://publishingsupport.iopscience.iop.org/author-guidelines-for-conference-proceedings/>

- Terms of use

Available from

<https://www.morressier.com/terms>

Appendix B: The Proceedings Publication Licence

For papers published in our gold open access proceedings titles, IOP Publishing Limited (IOP) no longer requires authors to sign and submit copyright forms. Our other journals are unaffected by this change. Authors who wish to publish a paper in the following titles:

- *Journal of Physics: Conference Series* (JPCS)
- *IOP Conference Series: Materials Science and Engineering* (MSE)
- *IOP Conference Series: Earth and Environmental Science* (EES)

are asked to submit a paper only if all authors of the paper agree in full to the terms of the licence. All papers submitted to us for publication in the above titles will be published according to the following terms and conditions.

Licence terms and conditions

By submitting the paper to the conference organizer, you, as copyright owner and author/representative of all the authors, grant a worldwide perpetual royalty free exclusive licence to IOP to use the copyright in the paper for the full term of copyright in all ways otherwise restricted by copyright, including, but not limited to, the right to reproduce, distribute and communicate the paper to the public under the terms of the Creative Commons Attribution (CC BY) licence (creativecommons.org/licenses/by/4.0 or any newer version of the licence) and to make any other use which IOP may choose world-wide, by all means, media and formats, whether known or unknown at the date of submission, to the conference organizer.

This licence does not transfer the copyright in the paper as submitted which therefore remains with the authors or their employer, as appropriate. Authors may not offer the paper to another publisher unless the paper is withdrawn by the author(s) or rejected by IOP.

Once published, the paper may be reused in accordance with the terms of the applicable Creative Commons Attribution (CC BY) licence, including appropriate citation information (for electronic use best efforts must be made to include a link to the online abstract of the paper on IOPscience), a link to the Creative Commons Attribution (CC BY) licence, and indicating if any changes have been made to the original paper.


By granting this licence, the author warrants that the paper they are submitting is their original work, has not been published previously (other than in a research thesis or dissertation which fact has been notified to the conference organizer in writing), all named authors participated sufficiently in the conception and writing of the paper, have received a final version of the paper, agree to its submission and take responsibility for it, have read and understood IOP's ethical policy (<https://publishingsupport.iopscience.iop.org/ethical-policy-journals/>) and agree that the submission complies with its terms, and the submission has been approved as necessary by the authorities at the establishment where the research was carried out.

By granting this licence, the author also warrants that they act on behalf of, and with the knowledge of, all authors of the paper, that the paper does not infringe any third party rights, it contains nothing libellous, all factual statements are, to the best of the authors' knowledge and belief, true or based on valid research conducted according to accepted norms and our ethical policy (<https://publishingsupport.iopscience.iop.org/ethical-policy-journals/>), and all required permissions have been obtained.

The IOP Proceedings Licence Notice

The IOP Proceedings Licence Notice will be displayed as:

‘Published under licence in *Journal Title* by IOP Publishing Ltd.

 Content from this work may be used under the terms of the Creative Commons Attribution 4.0 licence. Any further distribution of this work must maintain attribution to the author(s) and the title of the work, journal citation and DOI.’

Where *Journal Title* is one of:

- *Journal of Physics: Conference Series*
- *IOP Conference Series: Materials Science and Engineering*
- *IOP Conference Series: Earth and Environmental Science*

CONFIDENTIAL

Appendix C: Peer Review Declaration Form

Peer review declaration

The Organiser and/or the Editor(s) are required to declare details about their peer review processes. Therefore, please provide the following information:

- Type of peer review: Single-blind / Double-blind / Triple-blind / Open / Other

Single-anonymous: authors' identities are known to the reviewers, reviewers' identities are hidden from authors;

Double-anonymous: author and reviewer identities are hidden to each other;

Triple-blind: author and reviewer identities are hidden to each other, and from the Editor(s);

Open: author and reviewer identities are known to each other;

- Describe criteria used by Reviewers when accepting/declining papers. Was there the opportunity to resubmit articles after revisions?
- Conference submission management system:
- Number of submissions received:
- Number of submissions sent for review:
- Number of submissions accepted:
- Acceptance Rate (Number of Submissions Accepted / Number of Submissions Received X 100):
- Average number of reviews per paper:
- Total number of reviewers involved:
- Any additional info on review process (eg Plagiarism check system):
- Contact person for queries (Full name, affiliation, institutional email address)

Please submit this form along with the rest of your files on the Submission Date. The information you provide will be published as part of the Work.

Appendix D: Summary of the key stages in publishing your proceedings

The following table lists the key stages in a typical proceedings publication and offers some helpful suggestions and advice.

<p>Call for papers</p>	<ul style="list-style-type: none"> • Inform authors of publication arrangements and provide information on the Journal’s author templates and guidelines. • Inform authors about the IOP Proceedings Publication Licence.
<p>Preparation of papers and peer review</p>	<ul style="list-style-type: none"> • Refer to the author guidelines. • Peer review: see clauses 1,2,3 5,7, and 8 of this Agreement.
<p>Preparation of editorial material to appear in the proceedings</p>	<ul style="list-style-type: none"> • List of possible items for the editorial section of the Work: <ul style="list-style-type: none"> ○ Preface/introduction (required) ○ Peer review declaration (required) ○ Conference or sponsor logo(s) (optional) ○ List of committees (required) ○ For multiple editorial items please inform the Publisher of the order you want them to appear in the proceedings.
<p>Final check of papers</p>	<ul style="list-style-type: none"> • Are all author names correct? • Correct paper files (latest, revised version)? • Any papers missing or duplicated? • Are all papers in the right order? • Are all files correctly named?
<p>Submission to the Publisher</p>	<p>Files should be submitted to the Publisher using the Platform.</p> <p>What to submit:</p> <ul style="list-style-type: none"> • A PDF file for each accepted paper numbered sequentially according to the order that they are to appear in the volume. • All editorial material (see above) • Peer review declaration
<p>Pre-publication checking and approval of the proceedings</p>	<ul style="list-style-type: none"> • Approximately 3 weeks after submitting the accepted papers, the Organiser (or an Editor) will receive a username and password to login to the Publisher’s servers so that the Work can be checked and approved by Organiser (or the Editor)(s) prior to publication.

	<ul style="list-style-type: none">• It is extremely important that the Organiser (or the Editor(s)) carefully check the Work at this time and inform the Publisher in writing of any corrections or amendments that may be required. Post-publication changes should be avoided wherever possible because these can be time-consuming and costly (please refer to clauses 11 and 12).• In particular, please check:<ul style="list-style-type: none">○ that all accepted papers have been submitted○ the correct versions of all papers have been submitted○ there are no duplicate papers○ any additional supplementary material (e.g., multimedia) has been submitted and appears with the correct paper
--	--

CONFIDENTIAL