

EASE Standardised Retraction Form

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Introduction

This retraction template checklist was designed to support editors when preparing a retraction notice, and help researchers analyse retractions.

This template helps editors and journal managers understand whether an article meets the pre-requisites for the COPE retraction guidelines¹.

The form consists of tick boxes and space for supporting clarification, to indicate who is retracting the article, the reason for the retraction and history of errata/ expressions of concern. A free text box allows the editor to add any information they consider useful, and a final Retraction Notice box is provided to summarise the details in the form into text to be published to announce the retraction.

This form was first created in June 2015, by Hervé Maisonneuve and Evelyne Decullier and most recently updated in June 2022.

Find more EASE Statements, Guidelines and Resources on the EASE Publications web pages:

<https://ease.org.uk/publications/>

References

1. COPE Council. COPE Guidelines: Retraction Guidelines. November 2019
<https://doi.org/10.24318/cope.2019.1.4>

Reference of the retracted article:			
DOI:			
Retraction Date:			
	Day	Month	Year
<u>Retraction requested by (multiple responses allowed):</u>			
	<input type="checkbox"/> All Authors		
	<input type="checkbox"/> Some of the Authors. Names:		
	<input type="checkbox"/> Editor as requested by:		
	<input type="radio"/> Institution		
	<input type="radio"/> Reader		
	<input type="radio"/> Other (details)		
	<input type="checkbox"/> Journal's owner / publisher		
Date of retraction request			
	Day	Month	Year
<u>Retraction type (multiple responses allowed):</u>			
Invalidating the results* <i>*only one check mark is allowed in this column</i>		Not invalidating the results	
<input type="checkbox"/> Fraud		<input type="checkbox"/> Plagiarism	
<input type="checkbox"/> Inconsistent Data		<input type="checkbox"/> Overlap	
<input type="checkbox"/> Honest error:		<input type="checkbox"/> Property or legal concern	
<input type="radio"/> Irreproducibility		<input type="checkbox"/> Lack of ethical approval	
<input type="radio"/> Lab error		<input type="checkbox"/> Authorship	
<input type="radio"/> Analytical error		<input type="checkbox"/> Editorial reasons	
<input type="radio"/> Other (details):		<input type="checkbox"/> Approval issues (authors, editors)	

	<input type="checkbox"/> Compromised peer review	
	<input type="checkbox"/> Conflicts of interest	
<u>History</u>		
<input type="checkbox"/> History of expression of concern		
Previous incident reference and details:		
<input type="checkbox"/> History of correction.		
Previous incident reference and details:		
Additional comments and details		
<u>Retraction notice text (to be published)</u>		

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