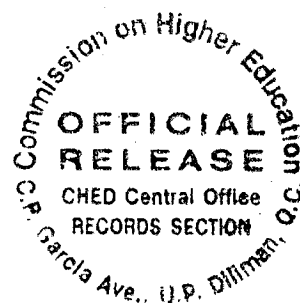


Republic of the Philippines  
OFFICE OF THE PRESIDENT  
**COMMISSION ON HIGHER EDUCATION**



**CHED MEMORANDUM ORDER**

No. 05  
Series of 2012

**SUBJECT : Revised Guidelines for CHED Accreditation of Research Journals and Providing Incentives Therefor**

In accordance with the pertinent provisions of Republic Act (R.A.) No. 7722, otherwise known as the "Higher Education Act of 1994", for the purpose of promoting/enhancing the research productivity of higher education institutions (HEIs), and pursuant to CEB Resolution No. 078 Series of 2009, CHED hereby issues the following *Revised Guidelines for CHED Accreditation of Research Journals and Providing Incentives Therefor*.

**I. Rationale**

Publication of research outputs of faculty members of colleges and universities in refereed journals has become a universal requirement for tenure in higher education institutions. This requirement hinges on the assumption that peer-reviewed or refereed journals of research are publications of high quality, credibility and integrity. However, the practice of peer review and/or refereeing is not uniformly implemented by all higher education institutions thus, giving rise to a huge variance in the quality of journals of research published by colleges and universities in the country.

**II. Purpose**

The purpose of this Circular is to prescribe a mechanism through which a national standard for peer review and journal refereeing system can be implemented uniformly for all printed and online journals of researches published by Philippine colleges and universities and other organizations.

**III. Description of the Journal Accreditation Service**

CHED provides a Journal Accreditation Service (JAS) for all Philippine HEIs and organizations wishing to have their research journals recognized as peer-reviewed/refereed journals. Journals that pass the evaluation process shall be given corresponding CHED Journal Codes (CJC) to signify compliance of the journal with nationally-accepted standards and practice of refereeing and peer review.

#### IV. Procedure

The following procedure shall be followed by HEIs and other professional organizations wishing to apply for journal accreditation:

1. The HEI/organization submits to CHED- Office of Policy, Planning Research and Information (OPPRI) at least two (2) distinct latest volumes of the research journals to be evaluated or accredited and application form with related documents;
2. For each journal, a panel of evaluators is created composed of known published experts in the discipline(s) covered by the journal;
3. The panel of evaluators evaluates and classifies each journal using the following criteria and categories

Criteria for Evaluation of Research Journals	
I. Composition and qualification of the editorial board	
II. Recruitment and qualification of the peer reviewers/external referees	
III. Type of refereeing system adopted	
IV. Overall appearance, timeliness and regularity of the journal	

Categories of Journals and Corresponding Codes		
CATEGORY	CJC	DESCRIPTION
A*	CJC-A-000	Very good to excellent
B	CJC-B-000	Acceptable to good
C	No code	For resubmission
*All Journals that are listed as active and indexed by Thomas Reuters Master Journal/Scopus shall automatically be classified as Category A.		

4. The panel, thru OPPRI, submits the results of the evaluation and classification, to the Commission en banc (CEB) for approval
5. The CJC indicates each journal's category as approved by the CEB.
6. All HEIs/organizations with CHED accredited journals are required to submit to CHED copies of subsequent issues within the period of accreditation.
7. Journals accredited under Category B shall only be given until December 2015 to qualify under Category A. Category B shall be eventually phased-out



## V. Benefits of CHED Journal Accreditation

HEIs/organizations whose research journals are categorized as A or B shall be entitled to receive the following incentives:

CATEGORY	INCENTIVES
A	<ol style="list-style-type: none"><li>1. CHED Journal Accreditation Award in the amount of P200,000.00 per year during the effectivity of accreditation</li><li>2. For faculty members evaluated in compliance to publication requirements per CHED Memorandum Orders (CMOs), publication in the journal is credited as an international level publication;</li><li>3. CHED endorsement for library subscription</li></ol>
B	<ol style="list-style-type: none"><li>1. For faculty members evaluated in compliance to publication requirements per CHED CMOs, publication in the journal is credited as national level publication;</li></ol>

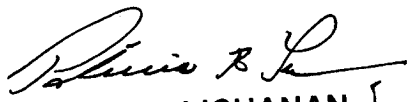
## VI. Validity

The accreditation and re-accreditation shall be valid for 3 years. HEIs/Organizations interested to have their journals re-accredited after the expiration of the accreditation validity shall undergo the same procedure.

## VII. Effectivity

This CMO supersedes CMO No. 13, s. 2009, and shall take effect immediately and remain in force until otherwise revoked.

Quezon City, Philippines February 10, 2012

  
**PATRICIA B. LICUANAN**  
Chairperson

