



INTERNATIONAL LAW STUDIES

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U.S. NAVAL WAR COLLEGE

Style and Citation Guide*

Revised March 2014

This *International Law Studies Style and Citation Guide* sets forth the style guidelines for publications edited and published by the International Law Department (ILD), Center for Naval Warfare Studies, United States Naval War College. In general, all citations in articles as published will comport with *The Bluebook: A Uniform System of Citation* (19th ed.) (*Harvard Bluebook*). These guidelines are drawn from and complemented by *The Economist Style Guide* (9th ed.), *The Elements of Style* (4th ed.) by Strunk and White and the *Chicago Manual of Style* (15th ed.).

ILS is privileged to receive for publication numerous articles from international scholars. Recognizing that the *Harvard Bluebook* is not readily available and is used only for U.S. legal publications, this style guide is intended as an aid to international authors in particular. As an additional resource, a comprehensive Citation List, comprised of commonly cited works in *Harvard Bluebook* format will be provided separately. ILD editors will assist in the process of ensuring that articles conform to *Harvard Bluebook* requirements. International authors are not expected to become *Harvard Bluebook* experts, but to the extent the following style and citation formats are used, it eases and expedites the editing process.

Stylistic Format

GRAMMAR AND SPELLING

- U.S. English grammar and spelling will be used for published articles.
- Spelling of titles, e.g., Ministry of Defence, will not be changed.

ABBREVIATIONS

- Abbreviate with caution. Unless an abbreviation or acronym is so familiar that it is used more often than the full form (e.g., BBC, CIA, FBI, EU, IMF, NATO, WTO), write the words in full on the first appearance. Do not introduce an abbreviation or acronym if it will not be used standing alone later.
- Use periods or points sparingly. Acronyms and initials for governmental agencies and other organized bodies are presented without periods (e.g., NATO, MIT, AFL-CIO, UN, ICJ, DoD).

* This Style and Citation Guide was created by the Stockton Center for the Study of International Law at the U.S. Naval War College (stocktoncenter@usnwc.edu).

- When used as an adjective, United States may be abbreviated, but not as a noun (e.g., U.S. foreign policy, U.S. Congress, the policy of the United States). Names of foreign countries, except the former USSR, UAE, UK and PRC, are not abbreviated.
- Plural acronyms are written without an apostrophe (e.g., OCAs - own courses of action).
- Abbreviations or acronyms that can be pronounced and are composed of bits of words rather than just initials should be spelled out in upper and lower case: Unicef, Unprofor, Mercosur. Exceptions are acronyms for military commands such as USCENTCOM.

CAPITALIZATION

Articles. Use upper case when referring to a specific one (Article 2(4) of the UN Charter), otherwise lower case (the United States has objected to several articles).

Operations and Exercises. Military operations and exercises should NOT be written out in uppercase (e.g., Operation Desert Storm & Exercise Tandem Thrust).

Parties. Use lower case when referring to parties to a treaty. “France and England are parties to the”; France and England are State parties to the”

People. Nouns that identify specific persons, officials, groups, government offices or government bodies should always be capitalized.

- the Secretary of Defense
- the Secretary
- the Chairman, Joint Chiefs of Staff
- the Chairman
- the Central Intelligence Agency
- the Agency
- the President’s executive power
- *But* the presidential veto

Treaties and Legislation. Capitalize only when referring to a specific treaty or legislative act.

- the 1982 UN Law of the Sea Convention
- the Convention
- the War Powers Act
- the Act

Security Council Resolutions

- Security Council Resolution 1234
- Resolution 1234
- Security Council resolutions

Places

Capitalize:

- definite geographical places, regions, areas and countries (The Hague, Transylvania, Germany)
- vague but recognized political or geographic areas (the Middle East, East Asia, South Atlantic, the Gulf)

- particular buildings, even if the name is not strictly accurate (the Foreign Office, the Pentagon)
- the River Thames, Ho Chi Minh City, Kansas City, and Salt Lake City

Use lower case

- For province, river, state, city when not strictly part of the name: the Washington state, Kuwait city, New York city

States. Use upper case when referring to countries (e.g., three States are parties).

Government. Use lower case, e.g., United States government.

The e-world.

- | | | |
|---------------|------------------|------------------|
| • CD-ROM | • e-commerce | • cyberwars |
| • e-business | • online | • Internet |
| • the net | • cyberspace | • World Wide Web |
| • cyberattack | • e-mail the web | • website |

COMMAS

- Use commas to aid understanding. Too many in one sentence can be confusing.
- In a series of three or more terms with a single conjunction, do NOT use a comma before the “and” (e.g., the dog, cat and moose).
- Enclose parenthetical expressions between commas (all signatories, except the United States, have ratified), but not restrictive terms of identification (the novelist Charles Dickens).

DATES

- | | |
|----------------------|------------------------------|
| • October 1, 2007 | • twenty-first century |
| • October 1 | • twenty-first century ideas |
| • October 2007 | • a 29-year-old |
| • 1998–99 | • a man in his 20s |
| • 1990s | |
| • October 5–12, 2007 | |

HYPHENS

Fractions (two-thirds, four-fifths, etc.)

Ex, anti, non, and neo (anti-aircraft, anti-submarine, non-violent, but antidote, anticlimax, nonaligned, noncombatant, nonplussed)

A **sum** followed by the word worth (\$25-worth of goods)

Adjectives formed from two or more words (e.g., self-defense, right-wing groups, balance-of-payments, public-sector funds, state-of-the-union message)

Identical letters: book-keeping, coat-tails, re-emerge and re-entry, but cooperate, override, overrule, preeminent, preempt and withhold

One word, no hyphen:

- airfield
- bilingual
- blueprint
- buildup
- businessman
- ceasefire
- commonsense (adj)
- goodwill
- halfhearted
- handout
- hardline
- nationwide
- noncombatant
- nonetheless
- transatlantic
- offshore
- oilfield
- overrule
- peacekeeping
- petrochemical

Two words, hyphenated:

- infra-red
- inter-governmental
- long-standing
- post-war
- pull-out (noun)
- precision-guided
- self-defense

ITALICS

Case names: **Italicize** only in the text or textual comments in the notes (in the *Oil Platforms* case). In the footnotes follow the *Harvard Bluebook*.

Foreign words NOT commonly used in English: Italicize *cognito*, *sans plus*, *res ipsa*, *jus ad bellum*, *jus in bello*, *inter alia*, but ad hoc, per se, et al., de facto, vis-à-vis, e.g. (*e.g.* is italicized in footnotes as an intro signal).

Ship names: Italicize the first reference to the name of a ship is formal (e.g., the *USS Topeka (CLG-8)*). All subsequent reference should use an abbreviated form (*Topeka*). Remember: ships are “she,” countries are “it.”

NUMBERS

The following are spelled out: whole numbers from one through one hundred, round numbers, and any other number beginning a sentence. Round numbers—hundreds, thousands, hundred thousands—are usually spelled out.

- Thirty-two children
- Ninety-nine year lease
- three new parking lots
- forty-seven thousand persons
- eleven families
- three hundred years old
- one thousand years
- thirty million Americans
- 540 more cars
- 5,893

Exceptions. See The *Chicago Style Manual*, chapter 9 for a discussion of these rules (e.g., maintaining consistency in the same sentence or paragraph). Always spell out numbers related to:

- **Dignified subjects** (the Ninety-ninth Congress)
- **Indefinite expressions or round numbers** (the early seventies, a thousand men, one hundred-odd airplanes)
- **Fractions standing alone** (one-half inch, five one-thousandths)
- **Percentages** are always given in numerals and the word percent is used, e.g., 12 percent.

En dash (–) is used between two numbers and implies *up to and including, or through*.

- Pages 75–100
- 1999–2000
- 90–95 percent

Em dash sets off an amplifying or explanatory element

- where, as a consequence of military action—whether lawful or unlawful—that State in practice exercises effective control of an area

TABLES

In tables, explanatory matter should be supplied in a footnote.

QUOTATIONS

In quotations of 50 or more words: Indent (.5” right and left), block, use font size 11 and do not use quotation marks

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Omissions (Ellipsis). Omissions of sentences or parts of sentences may be made only if they do not destroy or distort the author's meaning. The omission should be indicated by the use of ellipsis marks (three spaced periods . . .). When they appear at the end of a sentence, the ellipsis marks should be followed by a space and period or other appropriate end-mark of punctuation, e.g., “our only test . . . is what is actually desired” The use of ellipsis should be sparing, and care must be taken not to distort either the context or the meaning of the foreshortened citation.

Additions (Brackets). Use brackets sparingly. Brackets are used to insert immediate editorial comment--to supply an essential date, name, or explanation, for example. They are to be clearly

distinguished from parentheses, which are used in quoted material only as they appear in the original.

Sic. *Sic*, meaning “thus,” is used within brackets and *in italics* immediately following an apparent error, misspelling, or questionable assertion in the quoted material, or when the author wishes to insist upon the literal accuracy of the form in which a statement or word appears: e.g., “the forth [*sic*] of July.”

Placement of the Quotation Marks. As a general rule, commas and periods go inside the quotation marks, but semicolons and colons always go outside. When quotation marks enclose dialogue the closing punctuation always goes inside the marks. For example, Fred called to his friend: “Tom, hurry back!” When they are used in text that does not convey speech, Question marks and exclamation points depend on whether they apply to the entire sentence or just the quoted part, e.g., Why did she say, “Shut up,” I wonder?

Footnotes

When to footnote: Footnotes are used to identify the source of significant information found in the text. Significant information may appear as a direct or indirect quotation or as a statement of fact. In order for a quotation to require a documentary note, however, it must not be so familiar that it is “in the public domain”: the quotation “Give me liberty or give me death!” would not ordinarily be cited. Similarly, the statement of a generally accepted or well-known fact, such as the observation that George Washington was the first president of the United States, is not noted. Authors are called upon to use good judgment in determining which material should be noted. Excessive footnoting may detract from the text, but failure to cite sources can frustrate readers’ research.

Information needed for all publications:

- **Full name of author** (first name, middle initial and family name, except in those instances where the author is typically referred to only by his initials, e.g. A.P.V. Rogers)
- **Full name of the publication** in which the article appears
- **Year and Edition of publication**
- **Page numbers:** The specific page within a book/article on which the quote or cited material appears. If on multiple pages, the first and last page number is required. The use of *et seq.* is not permitted by the *Harvard Bluebook*. **For chapters within edited books and journal articles**, the number of the first page of the chapter/article is needed.

Internal Cross References

Supra

Supra note __, at __.

Supra note __, ¶ __.

Supra note __, art. __.

See supra text accompanying note __.

See supra pp. ____.

Id.

Id. at __.

Id., ¶ __.

Id., art. ____.

See discussion *infra* Part ____.

Infra

See *infra* pp. ____.

Hereinafter

[hereinafter _____]

Footnote Abbreviations

- **Appendix:** app.
- **Chapter:** ch.
- **Comment and commentary:** cmt.
- **Paragraph:** ¶ (if numbered in source); para. (if unnumbered in source)
- **Principle:** princ.
- **Rule:** r.
- **Section:** sec.

***Italicize* the following unless they are part of a sentence**

- *See, e.g.,*
- *See also*
- *But see*
- *See generally*
- *quoted in*
- *cited in*
- *supra*
- *infra*

Examples of Footnote Citations¹

The following are examples of citations in the *Harvard Bluebook* required format. NOTE: ILS does not abbreviate title of periodicals, including law reviews, magazines and journals, and newspapers (unlike the *Harvard Bluebook*)

Books

LASSA OPPENHEIM, INTERNATIONAL LAW: A TREATISE (1905)

YORAM DINSTEIN, WAR, AGGRESSION AND SELF-DEFENCE __ (4th ed. 2005)

2 CUSTOMARY INTERNATIONAL HUMANITARIAN LAW (Jean-Marie Henckaerts & Louise Doswald-Beck eds., 2005)

[NOTE: For citation of multi-volume works, the volume number appears in front of the title if the book has an editor; if the book is authored, the volume number appears in front of the author']

Chapters in Edited Books

Jelena Pejic, *Status of Armed Conflicts*, in PERSPECTIVES ON THE ICRC STUDY ON CUSTOMARY INTERNATIONAL LAW ____, ____ (Elizabeth Wilmshurst & Susan Breau eds., 2007)

[NOTE: The page number for the first page of the chapter appears following the title; the page number for the quotation/cited portion follows that.]

¹ For more examples of commonly cited footnotes, see ILD Citation List.

Dieter Fleck, *The Law of Non-International Armed Conflict*, in THE HANDBOOK OF INTERNATIONAL HUMANITARIAN LAW (Dieter Fleck ed., 2d ed. 2008)

Articles

Michael J. Matheson, *Remarks in Session One: The United States Position on the Relation of Customary International Law to the 1977 Protocols Additional to the 1949 Geneva Conventions*, 2 AMERICAN UNIVERSITY JOURNAL OF INTERNATIONAL LAW AND POLICY 419 (1987)

W. Hays Parks, *Air War and the Law of War*, 32 AIR FORCE LAW REVIEW 1 (1990)

Newspapers

James Glanz & Alissa J. Rubin, *From Errand to Fatal Shot to Hail of Fire to 17 Deaths*, NEW YORK TIMES, Oct. 3, 2007 at A1

[NOTE: If the article appears in print]

Scott Shane, *C.I.A. Is Disputed on Civilian Toll in Drone Strikes*, NEW YORK TIMES (Aug. 12, 2011), http://www.nytimes.com/2011/08/12/world/asia/12drones.html?_r=1&pagewanted=print

[NOTE: For online articles]

Jaime Wilson, *Iraq hit by Fresh Attack on Oil Pipeline*, THE GUARDIAN (London), Aug. 18, 2003, at 1, available at <http://www.guardian.co.uk/Iraq/Story/0,,1020878,00.html>

[NOTE: Even when a source is available in a traditional printed medium, a parallel citation to an Internet source with identical content may be provided if it will substantially improve access to the source cited. The parallel Internet citation should be introduced with the explanatory phrase “available at” following the full print medium citation.]

Magazines

Garhi Khuda Bakhsh, *A Country on the Brink*, THE ECONOMIST, Jan. 5, 2008, at 21

Letters and Memoranda

Letter from John Bellinger III, Legal Adviser, U.S. Dept. of State, and William J. Haynes, General Counsel, U.S. Dept. of Defense, to Dr. Jakob Kellenberger, President, International Committee of the Red Cross, Regarding Customary International Law Study (Nov. 3, 2006), *reprinted in* 46 INTERNATIONAL LEGAL MATERIALS 514 (2007)

Memorandum from President George W. Bush to Vice President Dick Cheney, Regarding Humane Treatment of al Qaeda and Taliban Detainees (Feb. 7, 2002), available at <http://www.gwu.edu/~nsarchiv/NSAEBB/NSAEBB127/02.02.07.pdf>

Speeches/ Remarks

John O. Brennan, Assistant to the President for Homeland Security and Counterterrorism, Remarks at the Program on Law and Security, Harvard Law School: Strengthening Our Security by Adhering to Our Values and Laws (Sept. 16, 2011), <http://www.whitehouse.gov/the-press-office/2011/09/16/remarks-john-o-brennan-strengthening-our-security-adhering-our-values-an>

Blogs and Internet Sources

Marko Milanovic, *Extraterritorial Application of Human Rights Treaties*, OPINIOJURIS (Dec. 2, 2011), <http://opiniojuris.org/2011/12/02/extraterritorial-application-of-human-rights-treaties-an-overview/>

Steps Taken to Serve Justice in the Bombings of U.S. Embassies in Kenya and Tanzania, U.S. DEPARTMENT OF STATE, http://www.state.gov/www/regions/africa/fs_anniv_steps.html (last visited Jan. 9, 2014)

[NOTE: “last visited” is used only when the material cited is otherwise undated]

Treaties

Convention (I) for the Amelioration of the Condition of the Wounded and Sick in the Armed Forces in the Field, Aug. 12, 1949, 75 U.N.T.S. 31

Protocol Additional to the Geneva Conventions of 12 August 1949, and Relating to the Protection of Victims of International Armed Conflicts, June 8, 1977, 1125 U.N.T.S. 3

Convention No. IV Respecting the Laws and Customs of War on Land, Oct. 18, 1907, 36 Stat. 2227

Regulations Respecting the Laws and Customs of War on Land, annexed to Convention No. IV Respecting the Laws and Customs of War on Land, Oct. 18, 1907, 36 Stat. 2227

Vienna Convention on the Law of Treaties, May 23, 1969, 1155 U.N.T.S. 331

Treaty Commentaries

COMMENTARY ON THE ADDITIONAL PROTOCOLS OF 8 JUNE 1977 TO THE GENEVA CONVENTIONS OF 12 AUGUST 1949 (Yves Sandoz, Christophe Swinarski & Bruno Zimmermann eds., 1987)

[NOTE: Illustrating a book with an editor(s) whose name(s) is placed in parenthesis, along with the year of publication. The name of the publishing company is not needed.]

MICHAEL BOTHE, KARL JOSEF PARTSCH & WALDEMAR A. SOLF, NEW RULES FOR VICTIMS OF ARMED CONFLICTS, COMMENTARY ON THE TWO 1977 PROTOCOLS ADDITIONAL TO THE GENEVA CONVENTIONS OF 1949 (1982)

International Court Decisions

International Court of Justice/Permanent Court of International Justice

Corfu Channel (U.K. v. Alb.), 1949 I.C.J. 4, ¶ ____ (Apr. 9)

Legality of the Threat or Use of Nuclear Weapons, Advisory Opinion, 1996 I.C.J. 226, ¶¶ ____, 41 (July 8)

S.S. Lotus (Fr. v. Turk.), 1927 P.C.I.J. (ser. A) No. 10, at ____ (Sept. 7)

International Criminal Court

Prosecutor v. Bemba Gombo, Case No. ICC-01/05-01/08, Decision on Confirmation of Charges, ¶ ____ (June 15, 2006)

Prosecutor v. Lubanga, Case No. ICC-01/04-01/06, Decision on Confirmation of Charges, ¶ ____ (Jan. 29, 2007)

International Criminal Tribunal for the former Yugoslavia

Prosecutor v. Limaj, Case No. IT-03-66-T, Judgment, ¶ ____ (Int'l Crim. Trib. for the former Yugoslavia Nov. 30, 2005)

Prosecutor v. Tadić; Case No. IT-94-1-I, Decision on Defence Motion for Interlocutory Appeal on Jurisdiction, ¶ ____ (Int'l Crim. Trib. for the former Yugoslavia Oct. 2, 1995)

International Criminal Tribunal for Rwanda

Prosecutor v. Akayesu, Case No. ICTR-96-4-T, Judgment, ¶ ____ (Sept. 2, 1998)

Prosecutor v. Fofana, Case No. SCSL-2004-14-AR73, Decision on Appeal Against “Decision on Prosecution’s Motion for Judicial Notice and Admission of Evidence,” ¶ ____ (May 16, 2005)

European Court of Human Rights

Al-Skeini v. United Kingdom, App. No. 55721/07, Eur. Ct. H.R. ¶ ____ (2011)

Banković v. Belgium, 2001-XII Eur. Ct. H.R. 333, ¶ ____

Inter-American Court of Human Rights

Abella v. Argentina, Case 11.137, Inter-Amer. Comm’n. H.R., Report No. 55/97, OEA/Ser.L/V/II.95, doc. 7 ¶ ____ (1997)

Coard et al. v. United States, Case 10.951, Inter-Am. Comm’n H.R., Report No. 109/99, OEA/Ser.L/V/II.106 doc. 6 rev. (1999)

National Court Decisions

United States

Hamdan v. Rumsfeld, 548 U.S. 557 (2006)

Israel

HCJ 769/02 Public Committee against Torture in Israel v. Government of Israel (2) PD 459 [2006] (Isr.), *reprinted in* 46 INTERNATIONAL LEGAL MATERIALS 373 [hereinafter the Targeting Killing case]

United Kingdom

Al-Skeini and Others v. Secretary of State for Defence, [2007] UKHL 26

Expert Manuals & Guidelines

MICHAEL N. SCHMITT, CHARLES H.B. GARRAWAY & YORAM DINSTEIN, THE MANUAL ON THE LAW OF NON-INTERNATIONAL ARMED CONFLICT WITH COMMENTARY (2006), *available at* <http://www.dur.ac.uk/resources/law/NIACManualIYBHR15th.pdf>

PROGRAM ON HUMANITARIAN POLICY AND CONFLICT RESEARCH, MANUAL ON INTERNATIONAL LAW APPLICABLE TO AIR AND MISSILE WARFARE (2009)

SAN REMO MANUAL ON INTERNATIONAL LAW APPLICABLE TO ARMED CONFLICTS AT SEA (Louise Doswald Beck ed.,1995)

TALLINN MANUAL ON THE INTERNATIONAL LAW APPLICABLE TO CYBER WARFARE (Michael N. Schmitt ed., 2013)

NILS MELZER, INTERNATIONAL COMMITTEE OF THE RED CROSS, INTERPRETIVE GUIDANCE ON THE NOTION OF DIRECT PARTICIPATION UNDER INTERNATIONAL HUMANITARIAN LAW (2009)

UN Reports

Report of the Special Rapporteur on Extrajudicial, Summary or Arbitrary Executions, *Study on Targeted Killings* ¶ ____, Human Rights Council, U.N. Doc. A/HRC/14/24/Add.6 (May 28, 2010) (by Philip Alston), available at <http://www2.ohchr.org/english/bodies/hrcouncil/docs/14session/A.HRC.14.24.Add6.pdf>

U.N. Human Rights Council, *Human Rights in Palestine and Other Occupied Arab Territories, Report of the United Nations Fact Finding Mission on the Gaza Conflict* ¶¶ ____, U.N. Doc. A/HRC/12/48 (Sept. 29, 2009), available at <http://www2.ohchr.org/english/bodies/hrcouncil/docs/12session/A-HRC-12-48.pdf>

U.N. Secretary-General, *Report of the Secretary-General on the Question of South Africa*, ¶ ____, delivered to the Security Council and the General Assembly, U.N. Doc. S/1994/16/, A/48/845 (Jan. 10, 1994)

Security Council/General Assembly Resolutions

S.C. Res. 827, U.N. Doc. S/RES/827 (May 25, 1993)

G.A. Res. 56/83, U.N. Doc. A/RES/56/83 (Jan. 28, 2002)

Military Manuals/Documents

United States

Chairman, Joint Chiefs of Staff, Joint Publication 3-60, Joint Targeting ____ (2007), available at [http://www.bits.de/NRANEU/others/jp-doctrine/jp3_60\(07\).pdf](http://www.bits.de/NRANEU/others/jp-doctrine/jp3_60(07).pdf)

Department of Defense, DoD Directive 2311.01E, DoD Law of War Program ¶ ____ (2006), available at <http://www.dtic.mil/whs/directives/corres/pdf/231101e.pdf>

DEPARTMENT OF THE NAVY & DEPARTMENT OF HOMELAND SECURITY, NWP 1-14M/MCWP 5-12/COMDTPUB P5800.7A, THE COMMANDER'S HANDBOOK ON THE LAW OF NAVAL OPERATIONS (2007)

Department of the Army, FM 27-10, The Law of Land Warfare ¶ ____ (1956)

Headquarters, Department of the Army, FM 3-60, The Targeting Process ¶ ____ (2010)

Joint Chiefs of Staff, Joint Publication 1-02, DOD Dictionary of Military and Associated Terms 08 November 2010, as amended through _____, http://www.dtic.mil/doctrine/new_pubs/jp1_02.pdf

United Kingdom

UNITED KINGDOM MINISTRY OF DEFENCE, THE MANUAL OF THE LAW OF ARMED CONFLICT ¶ ____ (2004)