

Ethics Charter

Enacted on December 11, 2009
Revised on September 10, 2010
Revised on September 11, 2020
Revised on April 10, 2026

The members of the Architectural Institute of Korea (AIK) should establish ethical principles and standards for projects implemented to achieve the goals of the institute and to fulfill social responsibilities and obligations as follows:

1. Members should contribute to the development of the Korean architectural culture and commit to promoting social and public interest through architectural research activities, educational activities, and professional practice.
2. Members, as professionals, should regard public welfare and safety as the core values of architecture and fulfill their responsibilities based on rational decision-making.
3. Members should strive to promote research, technological development, and professional practice, as well as the exchange of knowledge, and endeavor to protect and respect intellectual property rights.
4. Members, as professionals, should strictly comply with professional conscience and applicable laws and regulations in performing all duties and fulfill their obligations fairly and sincerely.
5. Members should maintain professional independence and act in an objective and honest manner in performing all architecture-related duties, such as planning, design, supervision, and research and technical advisory services for the state, society, and the private sector.
6. Members should respect integrity in the production and presentation of all outcomes, including those from research and professional practice, and should not engage in any form of misconduct.
7. Members should comply with this Ethics Charter and the Code of Research Ethics in relation to research and professional practice and their outcomes.
8. Members should pursue fairness in the academic society and professional activities and avoid conflicts of interest and abuse of authority.

※ This charter was approved separately from <The code of ethics of the Architectural Institute of Korea> by the board of directors on September 11, 2020.

Regulations of Ethics Committee

Enacted on September 14, 2007
Revised on December 11, 2009
Revised on September 10, 2010
Second revision on September 11, 2020
Revised on April 10, 2026

Article 1 (Purpose) The purpose of this regulation is to stipulate the organization and operation of the Ethics Committee (hereinafter referred to as the “committee”) of the Architectural Institute of Korea (AIK).

Article 2 (Roles) The committee is responsible for the following:

1. Enactment and revision review of the Ethics Charter and related ethical regulations
2. Deliberation on research misconduct, including fabrication, falsification, plagiarism, and improper appropriation, in academic research and architectural creative activities
3. Deliberation on violations of the Ethics Charter, including conflicts of interest and abuse of authority, in the academic society and professional activities
4. Deliberation on other matters deemed necessary for maintaining members’ dignity and establishing ethics within the academic society

Article 3 (Authority of the Committee) The committee may recommend appropriate disciplinary actions, regarding reports of violations of the Ethics Charter and related ethical regulations (including research and creative misconduct, conflicts of interest, and abuse of authority) and other matters concerning ethics within the AIK, to the president, depending on the results of its extensive investigation with informants, persons under investigation, witnesses, reference witnesses, and evidence.

Article 4 (Organization and Term of the Committee) (1) The committee consists of one chairperson and a minimum of five members.

(2) The chairperson is appointed by the president in agreement with the board of directors.

(3) Committee members are appointed by the president with the recommendation of the chairperson. However, the editor-in-chief, editor-in-chief for English papers, and director of general affairs shall be selected from ex officio members.

(4) The term of committee members is two years.

(5) The chairperson may organize a subcommittee if necessary and must report it to the president.

Article 4-2 (Qualifications of Committee Members and Maintenance of Fairness in Deliberation) (1)

Committee members shall be persons who have not been subject to sanctions for violations of the Ethics Charter or the Code of Research Ethics of the AIK.

(2) To ensure fair deliberation, a committee member shall not participate in the deliberation or resolution of a given agenda item if any of the following applies:

1. Where the committee member or their relative is involved in the agenda item under deliberation

2. Where the committee member has a conflict of interest with a party involved in the agenda item—such as a teacher–student relationship, joint research, or close personal ties—such that fair deliberation cannot be expected

3. Where the committee member is under investigation for violations of the Ethics Charter or the Code of Research Ethics of the AIK

Article 5 (Meetings) (1) The committee may be convened by the chairperson or at the request of one-third or more of the committee members.

(2) The committee shall convene with the attendance of a majority of the incumbent members, and resolutions shall be adopted by the affirmative vote of a majority of the members present. A member who is unable to attend

due to unavoidable circumstances may submit a proxy or written statement (including electronic documents), in which case the member shall be deemed present.

Article 6 (Reporting Violation of Research Ethics Regulations)

(1) Where a member becomes aware of, or has reasonable grounds to suspect, a violation of the Ethics Charter or the Code of Research Ethics by another member, the member may report the matter—without responding personally to the party concerned—through designated official channels, such as the Ethics Committee reporting portal on the AIK’s website, official email, or postal mail, along with objective supporting evidence.

(2) The committee shall strictly maintain the confidentiality of the reporting member’s identity and shall ensure that the reporter does not suffer any disadvantage as a result of the report.

(3) However, where a report is made with intentionally false information for the purpose of defaming a specific member, the reporter shall be excluded from protection, and the committee may treat such conduct as a violation of the Ethics Charter and subject it to deliberation.

Article 7 (Investigation and Review by the Committee)

(1) A member reported for violations of the Ethics Charter or the Code of Research Ethics shall cooperate faithfully with the committee’s investigation, and refusal to comply with the investigation or obstruction of the investigation without justifiable cause shall itself be deemed a violation of the Ethics Charter.

(2) In conducting the investigation and review of reported matters, the committee shall strictly apply the principles for maintaining fairness in deliberation, as stipulated in Article 4-2.

Article 8 (Guarantee of Opportunity to Explain)

A member reported for violations of the Ethics Charter or the Code of Research Ethics shall be provided sufficient opportunity to explain.

Article 9 (Protection of Confidentiality of the Person Under Investigation)

The ethics committee members should not disclose the identity of the member until the final decision on the disciplinary action for the violation of the Ethics Charter or the Code of Research Ethics is made by the AIK.

Article 10 (Disciplinary Procedures and Punishments)

(1) Where the committee recommends disciplinary measures, the president shall make the final decision on such measures following deliberation by the board.

(2) A member found to have violated the Ethics Charter or the Code of Research Ethics may be subject to the following disciplinary actions, depending on the severity of the violation:

1. Expulsion
2. Suspension of membership (from 1 month to 3 years)
3. Warning

(3) Matters related to disciplinary actions shall be handled in compliance with applicable laws and regulations, including the Personal Information Protection Act, and shall not be disclosed externally unless

otherwise specifically provided by law.

(4) A member who has been subject to disciplinary action may file a written request for reconsideration with the committee within 14 days of the date of notification of the decision. The specific procedures for such reconsideration shall be determined separately by the committee.

Article 11 (Others) Matters that are not stipulated in these regulations should follow the relevant regulations of the AIK, and other matters should be discussed and determined by the committee.

Addendum

1. These regulations will be effective from the day of approval by the committee.
2. These regulations were separately approved as per <The code of ethics of the Architectural Institute of Korea> by the board of directors on September 11, 2020.

Code of research ethics

Enacted on September 14, 2007
Revised on December 11, 2009
Revised on September 10, 2010
Second revision on September 11, 2020
Revised on October 24, 2024

Chapter 1 General Provisions

Article 1 (Purpose) The purpose of this regulation is to stipulate Article 2 (Section 2) of Regulations of Ethics Committee on the “Review of research misconduct.”

Article 2 (Application Target and Scope) (1) This regulation applies to the members of the Architectural Institute of Korea.

(2) Research misconduct is applicable to research papers submitted and published in the journal of the Architectural Institute of Korea. It is also applicable to manuscripts submitted and published in the bulletin, results of research service conducted by the Architectural Institute of Korea, and publications issued by the institute.

Article 3 (Research Ethics) (1) Academic universality: Authors submitting research papers for publication must secure the universality of human rights, compliance with bioethics, and environmental protection.

(2) Academic objectivity: Authors submitting research papers must maintain academic objectivity throughout the research process and must not intentionally omit, add, or modify research findings.

(3) Academic originality: Authors submitting a research paper must respect the research achievements of others, and the submitted research paper must secure academic originality that is differentiated from existing studies including the author’s own.

(4) Identification of the actual author: Authors of research submitted and published must be limited to the authors who actually contributed to the research. In particular, individuals who actually contributed to the preparation of

the research paper should not be left out.

Chapter 2 Publication Ethics

Article 4 (Restriction on Submission) (1) Submission of research papers for commercial purposes such as the advertisement or promotion of a specific company is not allowed.

(2) Research papers submitted to be adopted as evidence in legal disputes is not allowed.

Article 5 (Identification of Citations and References) (1)

Efforts must be made to provide accurate bibliographic information when citing published research papers, and as long as the information is not based on common sense, the source must be clearly identified. When evaluating research or research proposals, or in the case of data obtained through personal contact, such data can only be cited after obtaining an agreement with the researcher who provided the information.

(2) If somebody else's writing is cited or ideas are borrowed (referenced), citations and references must be identified in the footnotes (endnotes), and in using such identifications, the author's thoughts, contentions, and interpretations should be clearly separated from the results of previous studies, for readers to know.

Article 6 (Authors and Publication Achievements) (1)

Authors should be individuals who planned the research and actually contributed to data collection and analysis, wrote and revised important content of the paper, reviewed the final draft and approved, or are responsible for all aspects of the research.

(2) Authors of published papers cannot be changed (such as adding, removing, or changing the order of authors). Before the final acceptance, correction can only be made if there is a request by all the authors involved in the paper and if there is an honest error.

(3) Authors are only responsible and recognized for their achievement for the part they were responsible for or made contributions as an author.

(4) The authors (translators) of research papers or other publications or the order of authors should accurately reflect the level of author's contribution to the research regardless of their relative position. Recognition as the author or the first author simply because the author is in a certain position cannot be justified. Also, not being recorded as coauthor (translator) or co-researcher despite contribution to research or writing (translation) cannot be justified, either. Small contributions to research or writing (translation), such as provision of research data, experimental space, and research equipment, can be properly acknowledged in the thank-you notes or footnotes.

Article 7 (Plagiarism) (1) Plagiarism refers to deliberately writing without clearly identifying and quoting the source of content that has already been published, such as academic ideas, opinions, expressions, and research results through media such as domestic and foreign academic journals, papers presented at academic conferences, research reports, master's theses and doctoral dissertations, books, magazines, and the Internet.

(2) Authors should not present research or contentions

that are not their own in research papers or writings, as if they are their own. Research findings by others can be referenced multiple times by clearly identifying the source. However, presenting a part of them as if they are one's own research findings or contentions constitutes plagiarism.

(3) However, using academic knowledge or research findings commonly used in academia without citation is not considered as plagiarism.

Article 8 (Duplication or Dual Publication of Papers)

(1) Authors should not attempt to submit or publish their research papers (including research scheduled to be published, or under review) that have already been published domestically or overseas before, as if they are original. If the author wants to publish a research paper that has already been published in an academic journal, the author should confirm that the publication will not cause ownership disputes by providing previous publication information to the editor of the journal in which the author desires to publish the paper to determine the possibility of duplicate or dual publication.

(2) Research papers that have been published in domestic or international academic journals or similar papers cannot be submitted and published in the journal of the Architectural Institute of Korea.

(3) Differences from existing papers under Section (2) are determined based on the following criteria.

1. There should be significant differences from existing papers in at least two or more items in the purpose, method, scope, data, results, and the method of developing logic of the study.

2. Differences in the language used such as in translations are not recognized as a difference.

(4) Research papers not published in KCI listed or candidate journals but in general academic journals, presented at academic conferences, doctoral dissertations or master's theses, and research reports may be revised and supplemented to be submitted and published in the journal of the Architectural Institute of Korea, in which case, this fact must be clearly stated.

Article 9 (Revision of Research) The author should make all efforts to accept and reflect the opinions of editorial board members and reviewers presented in the reviewing process of the paper as much as possible. If the opinion is not agreeable, the editorial board should be informed with evidence and detailed reasons in writing.

Article 10 (Withdrawal and Revision of the Published Paper)

All authors are responsible for the withdrawal and revision of a published paper. If honest mistakes (such as typing errors and misspellings) or matters that the author must withdraw are identified, the editorial board should be informed in writing with specific details. At that time, honest mistakes should be rapidly and properly corrected, and in the case of voluntary withdrawal, proper actions will be taken according to the results of the investigation and review of the ethics committee.

Article 11 (Expression of Concern) Although there is no clear sign of research misconduct in the paper, if there

are matters that may raise problems or questions regarding its reliability, the paper may be published with the content of concern on the journal website.

Article 12 (Conflict of Interest Statement) Authors must inform the editorial board of potential conflicts of interest that may influence authors' interpretation of data. Examples of potential conflicts of interest include financial support of, or relationship with, a company, political pressure from interest groups, and academically related problems. In particular, all sources of funding that are applicable to research should be clearly stated in detail.

Chapter 3 Ethics that the Editorial Board Members Must Observe

Article 13 (Responsibilities) The editorial board members are responsible for determining the publication of the submitted manuscript, and they should supervise and constantly try to comply with research ethics.

Article 14 (Fairness) The editorial board members should treat the submitted research paper with fairness, only based on the quality of research and submission regulations, regardless of not only the gender, age, and affiliation of the author but also prejudice or personal acquaintance.

Article 15 (Criteria for the Selection of Reviewers) The editorial board members should request the evaluation of the submitted research paper to reviewers who have professional knowledge in the area and fair judgment ability. When requesting a review, efforts should be made to make the evaluation as objective as possible by avoiding judges who are too close or too hostile to the author. However, if the evaluation of the research is significantly different among reviewers, a third expert in the field may be consulted.

Article 16 (Confidentiality) The editorial board members must not disclose information regarding the author or the content of the research to anybody other than the reviewers until the publication decision for the submitted research is made.

Chapter 4 Ethics that Reviewers Must Observe

Article 17 (Sincerity) Reviewers must sincerely evaluate the research requested by the editorial board (members) within a set period by the review regulations and inform the editorial board (members) of the evaluation results. If the reviewer judges that she or he is not the right person to evaluate the contents of the research, then she or he should notify the editorial board (member) immediately.

Article 18 (Evaluation) Reviewers must fairly evaluate research according to objective criteria away from personal academic belief or the personal relationship with the author. Submitted papers should not be rejected without clearly stating sufficient grounds or because the research contradicts the reviewer's personal point of view or interpretation, and the research should not be evaluated without an in-depth reading.

Article 19 (Respect for Authors) Reviewers should respect the personality and independence of the author as a professional intellectual. Reviewers should state their judgments on the evaluation form, and if supplementation is considered necessary, the reason should be explained in detail. Use polite and gentle expressions as much as possible, and avoid disparaging or insulting expressions.

Article 20 (Ensuring the Confidentiality of the Author) The reviewer should ensure the confidentiality of the research being evaluated. Unless seeking advice for the evaluation, the research should not be shown or discussed with others. Furthermore, the contents of the research should not be cited without the consent of the author before the journal that contains the research is published.

Addendum

1. These regulations will be effective from the day of approval by the committee.
2. These regulations were separately approved as per <The code of ethics of the Architectural Institute of Korea> by the board of directors on September 11, 2020.

※ This regulation was prepared with reference to the research ethics of The Korean Ethics Studies Association.