**Standardised Retraction Form**

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.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Reference of the retracted article: |  | | | |
| DOI: |  | | | |
| Retraction Date: |  |  |  |
| Day | Month | Year |
| **Retraction requested by (multiple responses allowed):** | | | |
|  | □ All Authors |  | |
| □ Some of the Authors.   Names: |  | |
| □ Editor as requested by: |  | |
| o Institution |  | |
| o Reader |  | |
| o Other (details) |  | |
| □ Journal’s owner / publisher |  | |
| Date of retraction request |  |  |  |
| Day | Month | Year |
| **Retraction type (multiple responses allowed):** | | | |
| **Invalidating the results\* \****only one check mark is allowed in this column* | | **Not invalidating the results** | |
| □ Fraud |  | □ Plagiarism |  |
| □ Inconsistent Data |  | □ Overlap |  |
| □ Honest error: |  | □ Property or legal concern |  |
| o Irreproducibility |  | □ Lack of ethical approval |  |
| o Lab error |  | □ Authorship |  |
| o Analytical error |  | □ Editorial reasons |  |
| o Other (details): |  | □ Approval issues (authors, editors) |  |
|  | | □ Compromised peer review |  |
| □ Conflicts of interest |  |
| **History** | | | |
| □ History of expression of concern | |  | |
| Previous incident reference and details: | |  | |
| □ History of correction. | |  | |
| Previous incident reference and details: | |  | |
| Additional comments and details |  | | |
| **Retraction notice (to be published)** | | | |
|  |  | | |

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