**INCENTIVE PUBLICATION/INNOVATION CLAIM CHECKLIST**

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| **No** | **Item** | **Checklist** | **Verified by RMC** | **Remarks** |
| 1 | HPD014 Incentive Publication/ Innovation Claim Form Completed  |  |  |  |
| 2 | First page of the journal. |  |  |  |
| 3 | Journal is not listed in the MoHE list of Blacklisted Journals |  |  |  |
| 4 | The journal is active/covered in Web of Science (WoS) or SCOPUS or ERA when the paper is published in the said journal; |  |  |  |
| 5 | Screenshot of the page in Scopus or Web of Science complete with PBS affiliation for the current year publications; |  |  |  |
| 6 | Screenshot of the quartile in Scopus or Web of Science; |  |  |  |
| 7 | Paper is printed and published in the said journal. Paper under review or accepted is not eligible for consideration; |  |  |  |
| 8 | Publication reward application is received by Research Management Centre (RMC) in the year the paper is published; and |  |  |  |
| 9 | Author is the first or corresponding author of the article. |  |  |  |