

PRIVACY POLICY



NLIU LAW REVIEW

2025-26

The NLIU Law Review prioritises transparency, data minimisation, and responsible use in line with widely adopted higher-education privacy principles. We only collect information needed to run the Journal and our website.

A. You provide directly

- a. Account/profile details (name, email, contact number, affiliation, role);
- b. Manuscript submission data (authors, affiliations, co-author emails, abstracts, revised manuscripts, conflicts);
- c. Communications (queries, rights requests, permissions);
- d. Newsletter sign-ups (email, preferences); and
- e. Event registrations (name, email, institution, contact number, affiliation, role).

B. Why we use your data (purposes)

- a. Receive, evaluate, edit, and publish manuscripts;
- b. Communicate decisions, production queries (questions from the editors to the authors during the editing process, asking for clarifications or corrections to ensure accuracy and clarity), and author proofs (formatted versions of the article sent to authors for final review and approval before publication);
- c. Manage operation of editorial boards and allotment of manuscripts, peer reviewers, and conflicts checks; and
- d. Send newsletters and event updates.

We process digital personal data based on your consent and legitimate uses required for academic publishing and related operations; you may withdraw consent at any time (effects going forward).

C. How we share information

Apart from NLIU Law Review board members and editors, we share personal data only with:

- a. Service providers (submission/peer-review systems, hosting, storage, email delivery, analytics) under contractual confidentiality and data-protection terms; and
- b. Institutional partners (e.g., our university) for legitimate academic administration.

D. How long we keep the data (retention)

Manuscripts & editorial records retained for archival, citation, and research integrity needs. Reviewer identities/comments may be retained according to our editorial policies. No manuscript will be retained beyond needed for editorial records, in line with the data minimisation principle.

E. Security

We take reasonable administrative, technical, and organisational measures to protect your data against unauthorized access, alteration, or disclosure, recognizing that no method is perfectly secure.

F. Publication records & scholarly indexing

Published articles, author names, affiliations, acknowledgments may publicly be accessible and indexed by third-party databases and search engines to advance academic discourse.

G. Changes to this Policy

We may update this Policy to reflect legal, technical, or operational changes. Material changes shall be posted on the new effective date. Where legally required, we shall request your consent to significant changes.

PREPARED BY

ADITI SHREYA
(EDITOR-IN-CHIEF)

GAURI AGARWAL
(DEPUTY-EDITOR-IN-CHIEF)

LAVYA BHASIN
(CONTENT BOARD HEAD)

SWATI GIRI
(CONTENT BOARD HEAD)

DEEPANSHU SONI
(BLOG HEAD)



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