

Rules for submission of papers to the Revista da Procuradoria-Geral do Banco Central (Journal of the Attorney General's Office of the Banco Central)

1. The papers must be sent to the Editorial Board of the Journal, through the address <https://revistapgbc.bcb.gov.br/index.php/revista/information/authors>, in Word or RTF file, observing the rules and editing parameters established below.
2. Authors can submit works written in Portuguese, English or Spanish.
3. The authors of works published in the Journal are not entitled to the patrimonial rights pertinent to their creation or to remuneration of any nature, being, however, holders of the moral rights of their works, according to the terms of the [Creative Commons license CC BY-NC-SA 4.0](#).
4. CONFIGURATION OF WORKS – Submitted works must be composed of 10 to 20 pages, written in *Times New Roman* font size 12, with single line spacing. Variations for more or less will be analyzed by the Editorial Board of the Journal. The configuration of the pages must observe the following parameters:
 - a) MARGINS: top – 3 cm; bottom – 2 cm; left – 3 cm; right – 2 cm;
 - b) SIZE: 210 × 297 mm (A4 sheet);
 - c) NUMBERING: from the second page (considered the first), in the upper right margin.
5. TITLE – The title of the work must be written at the top of the page, with only the first letter of each word in capital letters, except in cases where the use of lowercase letters is mandatory. The subtitle of the work must be written with all letters in lowercase, except in cases where the use of capital letters is mandatory (example: “Cooperative Governance: the strategic and executive functions in credit unions in Brazil”). Title and subtitle of the work must be written on the same line, aligned to the right, with font 16 and bold.
6. IDENTIFICATION AND TITLE OF THE AUTHOR – The article must be submitted, through the Journal’s website, without the author’s name and qualification. This information should only appear in the “Comments to the editor” field. The author must verify that the file’s properties do not contain identifying information. If so, the author can follow the following steps to remove them: Open the file in word → Click **File** → **Info –Checking for Problems** → **Inspect Document** → **(uncheck the box) Comments, Revisions, Versions, and Annotations** → **Inspect** → **Remove All (in all suboptions)** → **Close** → **Save**.
 - 6.1 In the case of co-authored articles, the person responsible for submitting the text on the Journal’s website must, at the time of inclusion of the article, insert the second author in the “List of Contributors”. The action can be performed in the “Metadata inclusion” tab.

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7. SUMMARY – The summary reproduces the number and name of the sections and subsections that make up the work. A double space must be positioned after the author's name and present the number and name of the sections and subsections that make up the work, up to three levels, aligned to the right, 6 cm from the left margin, with font 10 and italics. See the following example:

*Introduction. 2 Banking in the EU context European Union.
3 Competition in the banking sector: 3.1 Subjection of banks to
the Community competition rules. 3.2 Actions of the European
Commission and the European Competition Network. 3.3 Actions of
the European Commission to strengthen competition in
the banking area. Conclusion.*

8. ABSTRACT – The work must contain an abstract in Portuguese and one in English (*abstract*), from 100 to 250 words, emphasizing the objective, method, results and conclusions – it must not discuss the subject of the work. The abstract should consist of a sequence of concise and affirmative sentences, and not an enumeration of topics. Your first sentence should explain the main theme of the work. The third person singular should be used. Symbols and contractions whose use is not current and formulas, equations, and diagrams should be avoided, unless they are extremely necessary. The abstract in English must be accompanied by the title of the work, also in English, with a double space after the keywords in Portuguese.
9. KEYWORDS – 4 to 6 words should be indicated, representative of the content of the work, separated from each other by a period. Keywords in Portuguese must be double-spaced after the abstract. Keywords are double-spaced after the *abstract*.
10. TEXT – Obeying the page limit already set, the text must be written according to the following parameters:
- a) Section titles and subtitles: they must be written in *Times New Roman* font size 14, in bold, positioned one double space after the *keywords*, aligned to the left, with an indentation of 1.5 cm to the left. They are written only with the first letter of the first word in capital letters, except in cases where the use of capital letters in the other words is mandatory. They must be numbered with Arabic numerals. The number and name of the sections and subsections should be separated by space only. See examples:

3 Competition in the banking sector

3.1 Subjection of banks to the Community competition rules

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- b) Paragraphs: must be written in *Times New Roman* font size 12, without bold or italics, a double space after the title of the section or subsection, with single line spacing, with justified alignment and an indentation of 1.5 cm from the left margin.
- c) Highlights: in parts of the text, they must occur according to the following specifications:
- foreign language expressions: italics (in italicized passages, foreign expressions must be unitalicized);
 - emphasis, highlighting of expressions: bold;
 - Double highlighting of expressions: bold and underlined (when necessary to highlight text already highlighted).
- d) Citations: they must be presented according to their length.
- Quotations with up to three lines: must remain in the body of the paragraph, between quotation marks (only quotation marks, without italics).
 - Quotations with more than three lines: the direct quotation, with more than three lines, must be highlighted with a standardized indentation in relation to the left margin, with a smaller font than the one used in the text, single-spaced and without quotation marks. A 4 cm setback is recommended.
 - Highlights in quotations: highlights in quotations must be reported as in the original or as inserted by the copyist.
 - > *Highlights of the original*: after the transcription of the quote, use the expression “author’s emphasis(s)”, in parentheses.
 - > *Copyist highlight*: after the transcription of the quote, use the expression “emphasis added” in parentheses.
 - Citation recall system: the citation recall system must be the numerical system (numbered footnotes) or the author-date system. By means of the author-date system, instead of a number that refers to the footnote with the bibliographic data of the cited publication and, also, instead of the entire reference in parentheses, the author’s surname or the name of the entity, the date and the page(s) of the publication from which the transcribed excerpt was taken are used. See the examples:
 - > *Direct quotation with up to three lines without the author’s name expressed in the text*:

[...] Paragraph 1 of the aforementioned article 47 empowers the statutes to “create other bodies necessary for the administration”, and article 48 provides for the possibility that the management bodies hire technical or commercial managers who do not belong to the membership (Brasil, 1971)

- > *Direct quotation of up to three lines with the author's name expressed in the text:*

[...] in the words of Serick himself (*apud* Coelho, 2003, p. 36): “[...] the rules on human capacity or value apply to the legal entity, if there is no contradiction between the objectives of the latter and the function of the former.”

- > *Direct quotation with more than three lines without the author's name expressed in the text:*

[...] In relation to the management bodies, the Cooperative Law provides, in its article 47:

The company will be managed by a Board of Directors or Board of Directors, composed exclusively of members elected by the General Meeting, with a term of office never exceeding four (4) years, and the renewal of at least 1/3 (one third) of the Board of Directors is mandatory (Brasil, 1971). Thus, credit unions in Brazil must choose to be managed by a [...]

- > *Direct quotation with more than three lines with the author's name expressed in the text:*

[...] In the words of Martins (2001, p.135), the commercial company can be conceptualized as

[...] the entity resulting from an agreement of two or more persons, [sic] who have undertaken to pool capital and labor to carry out operations for profit. The partnership may arise from a contract or an act equivalent to a contract; Once created, and acquiring legal personality, the company becomes autonomous, separating itself from the people who constituted it.

This social meeting, known by the names “company”, “firm”, “society”, “corporate entity”, etc., [...]

- > *Indirect quotation without the author's name expressed in the text (the criterion of number of lines does not apply):*

[...] Critics of this model argue that managers can attribute to this search for meeting *stakeholder* expectations the responsibility for any negative business results, but recognize their ability to aggregate the efforts of stakeholders around long-term objectives and the success of the company (Maher, 1999, p. 13).

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11. IMAGES, GRAPHS AND TABLES – Preferably, send an image, graph or table in a file separate from the text. For images, send in jpg or pdf format with good resolution (200-300 dpi). For graphs and tables, send in Excel file.
12. REFERENCES – All documents mentioned in the text must be included in the References, which must be positioned a double space after the end of the text. The highlight in the name of the document or event in which the document was presented should be bold. It should be noted that, in the case of electronic publications, the place of availability of the document and the date of access to it must be informed. See examples:

FLORENZANO, Vincenzo Demétrio. **Financial System and Social Responsibility**: a proposal for regulation based on the theory of justice and the economic analysis of law. São Paulo: Textonovo, 2004.

ROMAN, Flávio José. The Regulatory Function of Public Administration and the Regulation of the National Financial System. *In*: JANTALIA, Fabiano. **The Legal Regulation of the National Financial System**. Rio de Janeiro: Lumen Juris, 2009.

BRAZIL. National Congress. **Law No. 11,795, of October 8, 2008**. Provides for the Consortium System. Official Gazette [of] the Federative Republic of Brazil, Executive Branch, Brasília, DF, October 9, 2008. Section 1. p. 3. Available at: https://www.planalto.gov.br/ccivil_03/_ato2007-2010/2008/lei/111795.htm. Accessed on: 15 Apr. 2009.

BRAZILIAN SEMINAR ON FEDERAL PUBLIC ADVOCACY, 2nd ed., 2008, Brasília. **Annals...** Brasília: Escola da AGU, 2008, 300 p.

CARVALHO, Danilo Takasaki. Local Currency Payment System: legal aspects of the new alternative for remittances between Brazil and Argentina. **Journal of the Attorney General's Office of the Central Bank**. Brasília, v. 2, n. 2, p. 199224, dez. 2008.

13. Papers that do not comply with the rules and parameters related to the journal's editing will be returned to their authors, who may resend them, provided that the necessary modifications are made, within the established deadline.
14. The selection of papers for publication will be made by the members of the Editorial Board of the Journal, as provided for in its own regulations.