

----- Forwarded message -----

Dari: **muafi** <muafi@uii.ac.id>

Date: Kam, 11 Mar 2021 17.56

Subject: Re: Decision of Editor-in-Chief JAFEB Re: SUBMIT PAPER TO JAFEB

To: Prof. Lee, Jung Wan <jwlee119@yahoo.com>

Dear

Prof. Lee, Jung Wan

Herewith I resubmit my paper entitled "**Green SMEs Performance: The Role of Workplace Green Behavior and Green Innovation**" based on your guidance.

Please check it

I will be waiting for your next information soon

Thank you very much

Best Regards

Muafi

Pada tanggal Kam, 11 Mar 2021 pukul 08.30 Prof. Lee, Jung Wan <jwlee119@yahoo.com> menulis:

Dear Author(s),

Thank you very much for submitting your research article to *Journal of Asian Finance, Economics and Business (JAFEB)*.

Editorial Board's Selection and Revision Invitation Policy (Updated on October 2020): All new submissions to the journal are assessed in **two stages**. The first hurdle is an editorial screening where we evaluate whether a paper is likely to get through the peer review process or not. If the Desk Editor finds that the submission is suitable for the aims and scope, standards, and Editorial Board's selection policy of the journal then the Desk Editor invites to revise and restructure the manuscript (in a **combined file** based on **the journal template**) and resubmit a revised manuscript for further consideration of the Desk Editor. Please be noted that only about 20% of our submissions pass this hurdle.

Congrats! This revision opportunity is your case. **The submissions we decide to take forward for the peer review process need to be well structured, well written, good presentation of English, firmly anchored in existing academic literature, and complete compliance with the revision request and template.** Only after careful consideration by the Desk Editor based on the editorial grounds, the Desk Editor will selectively send the paper out to external peer reviewers.

Article Publication Charge (APC): JAFEB is an Open Access journal accessible for free on the Internet. Yet, the print and online publication process does involve costs including those pertaining to setup and maintenance of the publication infrastructure, routine operation of the journal, processing of manuscripts through peer-reviews, editing, publishing, maintaining the scholarly record, and archiving. To cover these costs, the journal depends on **APC also called "Article Publication Charge" (US dollar \$500 or Korean currency 600,000 Won) per article so that APC is mandatory.** There are NO submission charges for JAFEB whether the article is rejected, reviewed, or accepted. **[Important:** After the external reviews having completed if the paper gets accepted in favor of publication on the journal then an official invoice of APC will be followed. Based on the invoice the author should make a payment for APC. Before the paper gets accepted for publication, **any payments without an official invoice or early payments do NOT count any credits toward its acceptance for possible publication.**]

Checklist of Manuscript and Submission (Very Important Items): In particular, the following must be addressed and met the requirements and guidelines:

1. Abstract: Abstract must adhere to the following: A concise and factual abstract is required. **Please rewrite abstract** to reach **about 200 words** in total for this purpose **from current 163 words** in your case. The abstract should describe the following items in order of: **1) the purpose of the research** (The study aims to investigate..., **2) data, materials, and methodology** (This study employs samples/survey data/time series data of), **3) the results** (The results show/reveal that), and **4) major findings** (The findings of this study suggest that ..., in an **unstructured manner**. An abstract is often presented separately from the article, so it must be able to stand alone.

2. Citation and Reference Style Guides: Authors are expected to **adhere to the guidelines of APA 6th or 7th edition (American Psychological Association)**. Please provide full information of publications complying with the APA citation and reference styles. **Please ensure that every reference cited in the text is also present in the reference list (and vice versa).**

[Special Note: (1) Please ensure that every reference cited in the text is also present in the reference list (and vice versa). For this purpose please best use **“Find”** function in MS-Word Documents.

(2) All citations in the text should refer to: **Two authors:** list all authors' surname (family name) only, using **“and”** between two authors and separating with parentheses for the year of publication, for example, **Lee and Nguyen (2020)** in the main text, or everything in parentheses using **“&”** and separating with a comma between the two authors and the year of publication (**Lee & Nguyen, 2020**).

[Important! Please translate all references in local languages, at least **the title of the article must be in English** (i.e. Vietnamese, Indonesian, Malay, Thai, Pakistani, Arabic, Russian, Ukrainian, Chinese) into English (through Google translator or AI translators) according to APA style guide at its best.]

Journals: Lee, J. W., & Nguyen, A. H. (2020). Citations and reference style guides of APA 6th edition and Asian names. *Journal of Asian Finance, Economics and Business*, 7(1), 2-

4. <https://doi.org/10.13106/jafeb.2020.vol7.no1.2>

Book (ISBN): Greenberg, P. (2001). *CRM at the Speed of Light* (5th ed.). Emeryville, CA: Lycos Press.

Please resubmit the following documents for further review consideration:

- 1) a signed **JAFEB(APC)-Submission-Consent-Form-20201225** (The form **MUST** be fully filled. see attached),
- 2) a signed **JAFEB(APC)-Revision-Report-Form-20201225** (The form **MUST** be fully filled. see attached),
- 3) a revised manuscript in the attached **JAFEB(APC)-Manuscript-Template-20201225** (**The attached template MUST be STRICTLY applied**) as soon as possible (**within next 6 days**), but **not later than March 19, 2021 (Seoul, Korea)** at the latest for possible publication in **JAFEB Volume 8 Issue 5, May 30, 2021**, directly to **Editor-in-Chief Prof. Jung Wan LEE** at Email: jwlee119@Yahoo.com.

Thank you for your interest in and support for success of the journal.

Jung Wan LEE, Ph.D.

Editor-in-Chief

[Journal of Asian Finance, Economics and Business \(JAFEB\)](#)

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Personal Homepage: <http://www.supermanlee.com>

The Journal JAFEB Submission Consent Form

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Article Publication Charge (APC) and Fees			
Manuscript Title	Green SMEs Performance: The Role of Workplace Green Behavior and Green Innovation		
Number of authors	4	Publication Date (Est.)	May
Article Publication Charge (APC) (USD500.00 per article) (Korean local currency 600,000 won)	<p><input checked="" type="checkbox"/> APC is due when a manuscript has been accepted for publication. The corresponding author of the article is responsible for arranging the payment of APC based on an official invoice.</p> <p>* The cost of APC is very often assumed either by the organization funding the research published in the article, or by the institution at which the author is employed or by the author oneself.</p> <p>** The Journal of Asian Finance, Economics and Business (JAFEB) is an Open Access journal distributed under the terms of the Creative Commons Attribution Non-Commercial License (https://creativecommons.org/licenses/by-nc/4.0/) which permits unrestricted non-commercial use, distribution, and reproduction in any medium, provided the original work is properly cited. This is an Open Access journal accessible for free on the Internet. Copyright of the article after publication transfers and belongs to the Author(s). Therefore, online publication and an electronic file are final.</p> <p>***[Important: After the external reviews having completed if the paper gets accepted in favor of publication on the journal then an official invoice of APC will be followed. Based on the invoice the author should make a payment for APC. Before the paper gets accepted for publication, any payments or early payments do NOT count any credits toward its acceptance for possible publication.]</p>		
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I, the undersigned, hereby attest and confirm:

1. That the manuscript has no actual or potential conflict of interest or any perception of influence with any organization or party, whether individual or group, including but not limited to any financial, personal or otherwise, within three years from the date of submission of work;
2. That this manuscript has not been published previously, that it is not under consideration for publication elsewhere, and that the manuscript is not being simultaneously submitted elsewhere;
3. That I grant to KODISA, upon acceptance by the editor for publication in the journal, the exclusive right and license to publish, distribute, and otherwise disseminate the contents of the manuscript in any manner, including but not limited to the right to sub-license appropriate publishing or distribution rights, the material in the article in or through any media format, whether printed, electronic, online, CD-ROM, microfiche or otherwise;
4. That I will follow the highest standards of publication ethics and the Code of Conduct of KODISA journals.

Name of Corresponding Author _____ Muafi _____

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Date



March 11, 2021

JAFEB and KODISA Journals Editorial Board

JAFEB Manuscript Revision Report Form

Journal of Asian Finance, Economics and Business (JAFEB)

Print ISSN: 2288-4637 Online ISSN: 2288-4645

[Important Note: Thank you very much for submitting your research article to *Journal of Asian Finance, Economics and Business* (JAFEB). All new submissions to the journal are assessed in two stages. The first hurdle is an editorial screening where we evaluate whether a paper is likely to get through the peer review process or not. If the Desk Editor finds that the submission is suitable for the aims and scope, standards, and Editorial Board's selection policy of the journal then the Desk Editor invites to revise and structure the manuscript (in a consolidated file based on the journal template) and resubmit a revised manuscript for further consideration of the Desk Editor. Please be noted that only about 25% of our submissions pass this hurdle. This revision opportunity is your case. **The submissions we decide to take forward for the peer review process need to be well structured, well written, firmly anchored in existing academic literature, and complete compliance with the revision request and template.** Only after careful consideration by the Desk Editor based on the editorial grounds, the Desk Editor will selectively send the paper out to external peer reviewers. In particular, the following must be addressed and met the requirements and guidelines:

Manuscript Title	Green SMEs Performance: The Role of Workplace Green Behavior and Green Innovation
Corresponding Author's Name and Contact Details	Author's Name: Muafi Muafi Email Address: muafi@uii.ac.id
Editor's Requirements and Recommendations [Ten Golden Rules of JAFEB Manuscripts]	Responses and Comments or Rebuttals [The author(s) MUST provide some answers for EACH item]
S1. Page Setting Please set up Default Page Layout : Page Columns in One column , Page Size in Letter size (8.5 x 11 inch). NO A4 size , Page Orientation in Portrait , Page Margins Top (1 inch) Bottom (1 inch) Left (0.8 inch) Right (0.75 inch) . Please set up Default Paragraph panel: Tabs stop 0.5 inch left for each paragraph, Line Spacing in Single line (before 0 and after 0 spacing snapped), Alignment in Justified alignment , Outline Level in Body text . Please set up Default Font panel: For Headings and Subheadings : Font in Times New Roman , Font Size in 12 size and Bold, Capitalize Each Word For Main Text : Font in Times New Roman , Font Size in 12 size For Tables and Appendixes : Font in Arial , Font Size in 9 size (8 minimum) Please do not apply any style for Headings and body text for the entire document	We have set up the default page layout as it is required.
S2. Author's Name Presentation by APA The authors' full name must be appeared in order of First name, Given name (if any), and LAST NAME (=FAMILY NAME = SURNAME) for its indexing purpose correctly according to the APA format. Please indicate the authors' SURNAME (FAMILY NAME) in ALL CAPITAL letters. For example, Prof. Lee Jung Wan in the Asian name format (i.e., Jung Wan Lee in a U.S. form) should be indicated as Jung Wan LEE; accordingly, [Jung Wan LEE] will be indexed as of [Lee, J. W.] in Clarivate Analytics' Web of Science and Scopus). Lee, J.W., & Xuan, Y. (2019). Effects of Technology and Innovation Management and Total Factor Productivity on the Economic Growth of China. <i>Journal of Asian Finance, Economics and Business</i> , 6(2), 63-73. https://doi.org/10.13106/jafeb.2019.vol6.no2.63	All author name presentations has been written using APA style.

<p>Another example, Professors Ha Hong Hanh and Nguyen Huu Anh in the Asian name format should be indicated as Hanh Hong HA, Anh Huu NGUYEN; accordingly the two names will be indexed as of [Ha, H. H.; Nguyen, A. H.].</p> <p>Ha, H. H., & Nguyen, A. H. (2020). Determinants of voluntary audit of small and medium sized enterprises: Evidence from Vietnam. <i>Journal of Asian Finance, Economics and Business</i>, 7(5), 41-50. https://doi.org/10.13106/jafeb.2020.vol7.no5.041</p> <p>[Important! Single name author]</p> <p>There are many cases of a single name from Indonesia and India and others. However, JAFEB articles adopt APA style format in references and citations and also indexing purpose in Web of Science and Scopus etc.</p> <p>For this purpose, all names must be presented at least two words (if the full name is "Thomson", i.e., T. THOMSON or Thomson THOMSON) so that this format will be indexed as "Thomson, T." in Scopus and Web of Science.</p> <p>It is such a pity that we have to adopt the APA format inevitably and keep consistency of the name format to promote large readership across international academic community. In conclusion, for publication purpose the two name format will be used.</p>	
<p>S3. Self-Citation Restriction Policy</p> <p>The self-citation refers to when an author refers to the previous works written by him/her alone or in co-authorship and cites them. Self-cites are used to compare current results of the research with earlier findings when continuing to study the same subject. It seems that the only reasonable solution for the issues of self-plagiarism, research integrity, and originality is to limit the amount of self-citations. JAFEB Self-Citation Restriction Policy regulates that the self-citation level should not exceed 10% for authors and 20% for co-authors together and 15% for JAFEB. Please rewrite and remove any outnumbered self-citations, if any corrections required in your case.</p> <p>If the reference checker (software) finds that the author(s) break the rules, then the manuscript will be automatically rejected by the Desk Editor without further review.</p>	<p>We do not have any self-citation</p>
<p>1. JAFEB Engagement:</p> <p>If the literature current, relevant, and broad enough to set the context for the research, you should engage with the style and the discussions published in JAFEB. The work in the journal evolved considerably as you can see on JAFEB Archive. To fully contribute to the subject, you will need to engage with JAFEB. To do so: you should include at least 3 - 5 relevant references in JAFEB. Your paper should reflect the cutting edge thinking of relevant literature in JAFEB.</p> <p>If the manuscript does not include at least THREE citations/references from JAFEB, the manuscript would be stopped/rejected by the Desk Editor without further review.</p>	<p>We have cited relevant references from JAFEB.</p>
<p>2. Abstract</p> <p>Abstract must adhere to the following: A concise and factual abstract is required. Please rewrite abstract to reach about 200 words in total for this purpose. The abstract should describe the following items in order of: 1) the purpose of the research (for example. The study investigates/examines..., but NO research background statements/problem statements at the beginning), 2) data,</p>	<p>The abstract reach 197 words and it has follow the structure of the abstract requirement.</p>

<p>materials, and methodology (for example, This study employs samples/survey data/time series data of), 3) the results (for example, The results show/reveal that), and 4) major findings (for example, The findings of this study suggest that ..., but NO suggestions/recommendations/implications) in an unstructured manner. An abstract is often presented separately from the article, so it must be able to stand alone. Please provide abstract to reach about 200 (197 ~ 203) words in total.</p> <p>If the word counter (software) finds more than 5% deviation, the manuscript will be rejected by the Desk Editor without further review.</p>	
<p>3. Keywords: Please provide Maximum of 5 keywords, separated by comma (,) It is crucial to the appropriate indexing of the papers are to be given. e.g., Financial Economics, Emerging Markets, Technology Acceptance Model</p>	<p>The manuscript has 4 keywords.</p>
<p>4. JEL Classification Code: Please provide 3-5 JEL classification codes, separated by comma (,) These codes will be used for indexing purposes.</p>	<p>The manuscript has 3 JEL classification codes.</p>
<p>5. No Footnotes, but Endnotes Acceptable: JAFEB does not accept Footnotes due to technical problems of online XML publication. Please convert all footnotes to endnotes, otherwise please incorporate all footnotes into text at its best.</p>	<p>We have no footnotes or endnotes.</p>
<p>6. Word Count: While no maximum length for manuscripts is prescribed, authors are encouraged to write concisely and clearly. As a guide, short communications should be between 3000 – 5000 words and regular articles should be between 5,000 - 7,000 words in length. However, any of full papers should be NO longer than 10 pages in a final print and NO more than 8000 words in total, with all inclusive.</p> <p>If the word counter (software) finds more than 5% deviation, the manuscript would be stopped/rejected by the Desk Editor without further review.</p>	<p>Our full paper is consisted of 6.270 words in total.</p>
<p>7. Tables and Figures: JAFEB accepts Tables/Figures created by the author's own work only. Number Tables/Figures consecutively in accordance with their appearance in the text. Tables must be adjustable. Avoid vertical rules. Extremely large tables that take more than one page print are NOT acceptable. Be sparing in the use of tables and ensure that the data presented in tables do not duplicate results described elsewhere in the article. A paper in JAFEB from now on may include a maximum of six (6) tables/figures/appendixes in total. In particular, JAFEB does not accept any figures/artworks borrowed from others (i.e. output of AMOS, charts and reports of Statistics Agency's), if not created by the author's own work.</p> <p>If the Desk Editor finds any outsizes, the manuscript will be stopped/rejected by the Desk Editor without further review.</p>	<p>Tables/Figures has no outsizes.</p>
<p>8. Citation and Reference Style Guides: Authors are expected to adhere to the guidelines of APA 6th or 7th edition (American Psychological</p>	<p>Citation and reference guides follow the APA style.</p>

Association). Please provide full information of publications complying with the APA citation and reference styles.

Please ensure that every reference cited in the text is also present in the reference list (and vice versa).

If the reference checker (software) finds more than THREE unmatched citations/references, then the manuscript will be automatically rejected by the Desk Editor without further review.

[Important! Please translate all references in local languages (i.e. Vietnamese, Indonesian, Malay, Thai, Pakistani, Arabic, Russian, Ukrainian) into English (through Google translator or AI translators) according to APA style guide at its best.

If any references are not translated to English, then the manuscript will be automatically rejected by the Desk Editor without further review. JAFEB publishes all articles in English only].

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Journals: Lee, J. W., & Nguyen, A. H. (2020). Citations and reference style guides of APA 6th edition and Asian names. *Journal of Asian Finance, Economics and Business*, 7(1), 2-4.
<https://doi.org/10.13106/jafeb.2020.vol7.no1.2>

Book (ISBN): Greenberg, P. (2001). *CRM at the Speed of Light* (5th ed.). Emeryville, CA: Lycos Press.

Edited book: Burton, R. R. (1982). Diagnosing bugs in a simple procedure skill. In: D. H. Sleeman, & J. S. Brown (Eds.), *Intelligent Tutoring Systems* (pp.120-135), London, UK: Academic Press.

Conference proceedings: Lee, J. W., & Kim, Y. E. (2017). Green distribution and its economic impact on the distribution industry. In: *Proceedings of the Second International Conference of KODISA* (pp.12-32). Ho Chi Minh City, Vietnam, July 6-8. Seoul, Korea: KODISA Publishing.

Internet resources: Kim, D. H., & Youn, M. K. (2012). What is about distribution knowledge, research, and journal?. *KODISA Newsletter*. Retrieved October 30, 2019 (actual access date), from http://kodisa.org/index.php?mid=Conferences&document_srl=8862.

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2. That this manuscript has not been published previously, that it is not under consideration for publication elsewhere, and that the manuscript is not being simultaneously submitted elsewhere;
3. That I grant to KODISA, upon acceptance by the editor for publication in the journal, the exclusive right and license to publish, distribute, and otherwise disseminate the contents of the manuscript in any manner, including but not limited to the right to sub-license appropriate publishing or distribution rights, the material in the article in or through any media format, whether printed, electronic, online, CD-ROM, microfiche or otherwise;
4. That I will follow the highest standards of publication ethics and the Code of Conduct of KODISA journals.

Name of Corresponding Author _____ Muafi _____

Signature

Date


_____ March 11, 2021 _____

JAFEB and KODISA Journals Editorial Board

----- Forwarded message -----

Dari: **Prof. Lee, Jung Wan** <jwlee119@yahoo.com>

Date: Kam, 25 Mar 2021 15.07

Subject: Confirmation of receipt APC054 and acceptance letter for JAFEB Vol.8 No.5 May 2021 publication

To: muafi <muafi@uii.ac.id>

Dear Author(s),

Attached please find well.

We hereby confirm that the Publisher, Korea Distribution Science Association (KODISA) has received the payment of APC.

You are now all set with the Publishing Agreement Form and APC payment.

From now on your article will be moving forward to next stages of the production process with a typesetter so that your articles will be published and printed in the **Journal of Asian Finance, Economics and Business (JAFEB) Vol.8 No.5 Archive** on the date of **May 30, 2021** at the latest with DOI information and printed [Electronic ISSN: 2288-4645 Print ISSN: 2288-4637].

Please be noted that it is not acceptable any further corrections and changes of the authorship and manuscript from this time point today.

Thank you for supporting the journal.

Sincerely,

Jung Wan LEE, Ph.D.

Editor-in-Chief

[Journal of Asian Finance, Economics and Business \(JAFEB\)](#)

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Clarivate Analytics Publons: <https://publons.com/researcher/1651430/jung-wan-lee/>

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On Tuesday, March 23, 2021, 02:45:44 PM GMT+9, muafi <muafi@uii.ac.id> wrote:

Dear

Prof Lee, Jung Wan

Herewith I send 3 files. There are;

1. Final paper_APC054
2. Fee Payment
3. Publishing agreement

Please check

I will be waiting for your next information

Could you send the LOA please?

Thank you very much

Pada tanggal Sen, 22 Mar 2021 pukul 16.29 muafi <muafi@uii.ac.id> menulis:
Received, thank you.

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Dear Author(s),

Thank you for submitting a **signed JAFEB(APC)-Submission-Consent-Form**, a **signed Manuscript-Revision-Report-Form** and having completed revision of the manuscript meeting an acceptable standard for publication in the ***Journal of Asian Finance, Economics and Business (JAFEB)***. We have now received the comments and recommendations about content selection from the Journal's Editorial Executive Board and External Peer Review Board.

First, Congratulations! The Editorial Executive Board voted on your revised manuscript in favor of publication and the article has been **"Accepted" in its current form** for publication in the ***Journal of Asian Finance, Economics and Business (JAFEB)***. From now on your article will be moving forward to **the production pipeline with a typesetter** so that your article will be published and printed in **JAFEB Volume 8 Issue 5 on the date of May 30, 2021** at the latest with DOI information and printed in hard copy [Open Access Electronic ISSN: 2288-4645]. For your information, **Scopus SciMago CiteScore2019 (0.5), SJR2019 (Q3; 0.192), and SNIP2019 (1.219) scores of JAFEB has been in place on SciMago website from June 2020** (CiteScore Tracker2020 indicates **2.5** as this date of **March 2, 2021** updated). It has been a continuous hike every month: 2020 January 1.1 → August 1.5 → September 1.7 → October 1.9 → **November 2.1 → December 2.1 → 2021 January 2.5 → February 2.5 → March 2.5**).

Second, Attached is a Copy Edited Proof of your article. The purpose of this email communication at this time point is for you to make any corrections in its final stage of the production. **Please check carefully the Copy Edited Proof** and mark all corrections directly at the appropriate place in the Copy Edited Proof (e.g., **for addition or new changes please mark in all red**; **for deletion any words or statement please mark strikethrough and highlight in yellow** by using word-functions in the Copy Edited file attached). As a general note, your manuscript has been corrected and edited to comply with the journal style and format and to improve English expression, if necessary, by our English editor. Please read the entire document carefully with this in mind. **Please do NOT change the format and style at this time point. A typesetter of production team of JAFEB will do the final work.** In particular, please check the followings carefully:

- 1) Check the accuracy of key items such as the title, authors' full name** (must be appeared in order of First name (=Given name) and LAST NAME (=SURNAME, FAMILY NAME) for its indexing purpose correctly according to the APA format. Please indicate the authors' FAMILY NAME (=SURNAME, LAST NAME) in ALL CAPITAL letters. For example, **Prof. Lee Jung Wan in the Asian name format (i.e., Jung Wan LEE in a US form) should be indicated as Jung Wan LEE; accordingly, [Jung Wan LEE] will be indexed as of [Lee, J. W.] in Clarivate Analytics' Web of Science and Scopus**).
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Best Regards

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