

## CEP Reference Style

A key purpose of a reference citation is to aid the reader in finding the source of information. *CEP* does not cite personal communications or materials that would generally not be available to the reader. All URLs and web page titles should be verified; if the author cannot supply a correct URL, it (or perhaps the entire reference) should be deleted.

Works that are specifically cited should be numbered in the order in which they appear in the text, and listed at the end of the article, under the heading Literature Cited. If a reference is cited more than once, always use the same number; do not list the same source multiple times with different numbers, and do not use *ibid* or other Latin terms. Identify cited references by sequential number in the text.; italicize the number, and put it in parentheses. Do not cite references as footnotes and do not use superscript numbers. If the citation is the subject or object of a sentence, refer to it as Ref. x, not (*x*); if it starts the sentence or clause, spell out Reference x; do not italicize Ref. x or Reference x; avoid referring to authors in the text by name, but it is acceptable to do this sparingly.

References that are provided for additional information should be listed under the heading Further Reading after Literature Cited, in alphabetical order according to the author's last name. If no author is given, alphabetize by title after those with authors. For (most) CCPS books, the author is listed as Center for Chemical Process Safety. An exception to this was an article where the further reading section listed several references, including one whose author's last name began with an A. In that instance, the author of the CCPS book was given as "AIChE Center for Chemical Process Safety" so that it would appear at the top of the list. If a similar situation arises, this is an acceptable alternative.

The following style applies to literature cited and further reading citations. This is the information that should be included where available or easily obtainable. Some references will not have every element listed here. When in doubt, it is better to err on the side of providing more information rather than less — if it could help the reader locate the reference, include it.

The basic order of information in a reference citation is: reference number, author, title, publication details, and date. The reference number (followed by a period) and the author's name are in bold; there is a tab between the period and the name. Elements are separated by commas. Dates appear in parentheses. Each citation ends with a period. References use a hanging indent format. Do not use automatic numbering; number and tab manually.

**Author.** Give the last name first, then first and middle initials (space between initials). If there are two authors, use that format for the first author, and comma and the word "and," then the second author's first and middle initials and last name. If there are three or more authors, use only the primary author's last name and initials with *et al.* (italicized, comma after initials and before *et al.*). Some authors insist on spelling out all the names in reference citations; this is handled on a case-by-case basis, and is acceptable if there are just a few such citations.

If the citation credits an editor rather than an author, follow the name with "ed." or "eds."

If no author is listed for a government document, use the agency as the author. Spell out its name, including U.S. if it is a U.S. government agency.

For industry standards, the issuing organization (*e.g.*, National Fire Protection Association) is listed as the author.

**Title.** For periodicals, the article title is enclosed in quotation marks, and this is followed by the magazine/journal title in italics. Spelled-out journal titles are preferred; if the author abbreviates journal titles, that is acceptable as long as it is done consistently (all abbreviated or all spelled out). Note that in journal titles, Chemical is usually abbreviated *Chem.* and Engineering as *Eng.*; *CEP* is listed as *Chem. Eng. Progress*; *Chemical Engineering* is *Chem. Eng.*; *Chemical Processing* is *Chem. Processing*; *Chemical Week* is *Chem. Week*; *C&EN* is *Chem. & Eng. News*; etc.

Book titles are enclosed in quotation marks and are not italicized. If the citation is for one chapter in a book or an article in a compilation, list the chapter author and chapter title, the word(s) “in” or “Chapter x in,” and then the author/editor (not bold) and title of the book (in quotes).

For government regulations or industry standards, the full name of the regulation or standard should be listed as the title.

For online materials, the web page title should be specified.

**Publication Details.** For periodicals, the publication details consist of the volume and issue number (if available) and the complete range of pages. The volume number is in bold, the issue number in parentheses (not bold), and there is a space (but no comma) between the volume number and the first parenthesis. If the article being cited is contained on a single page, use the abbreviation “p.”; if it runs more than one page, use “pp.” Use an en-dash (–) between the starting page number and ending page number. Page numbers larger than 1000 do not have a comma.

For books, provide the name of the publisher in shortened form (*e.g.*, McGraw-Hill rather than McGraw-Hill Book Co., Wiley rather than John Wiley & Sons, Inc.), and the publisher’s city and state (or non-U.S. equivalent). If a publisher has moved, use the current headquarters location (*e.g.*, Wiley, Hoboken, NJ). If specific pages of a book are being cited, the page numbers go between the title and the publisher.

If a meeting paper (or other presentation record) is published in proceedings, include “Proceedings of the ...” and list the meeting title, range of pages, meeting location, meeting sponsor, and sponsor’s location (city and state or equivalent). If proceedings were not published, cite the paper as “presented at ...”, with the meeting title, paper number if applicable, meeting location, sponsor, and sponsor’s location. In many cases, the author does not provide all of this information, and that is acceptable as long as there is enough information for the reader to locate the reference.

Citations for government publications should include: the agency publication number; the specific office within the agency; the agency's (or office's) location; and the URL if the document can be found online.

Government regulations can be cited from either the Code of Federal Regulations (CFR) or the *Federal Register*.

CFR citations have the format: 29 CFR 1910.119 or 40 CFR 63. The first number is the CFR title (*e.g.*, Title 40 is "Protection of the Environment," Title 29 is "Labor," etc.); the second number is that title's part; the third number is the section within the part; sometimes a subpart will also be listed (*e.g.*, 40 CFR 63 Part UU). CFR citations do not list a date.

*Federal Register* citations should include the volume, issue number, and page range. If a URL is provided, it appears after the page numbers.

Citations for industry standards should include: the standard number or other identifying code; organization name, generally abbreviated as the acronym; and the organization's city and state (or equivalent). It is often helpful to include the organization's website address if it is not obvious (*e.g.*, when citing the ASME Boiler and Pressure Vessel Code, there's no need to list www.asme.org).

**Date.** For journals that use continuous pagination throughout a volume, it is sufficient to give only the year of publication. For magazines (such as *CEP*) that number the pages in each issue independently, include the complete date (month and year for monthly publications; month, day and year for more-frequent publications). For books, the year is sufficient. For other materials, include the month if available.

If an online reference is dated, use the date of the last revision. If it is undated and the author specifies the date he or she downloaded it, use the "accessed date." Some online sources may be listed without a date (at the editor's discretion).

## Examples

### Books

1. **Eckhoff, R. K.**, "Dust Explosions in the Process Industries," 3rd ed., Gulf Professional Publishing, Houston, TX (2003).
2. **Rothenberg, G.**, "Catalysis: Concepts and Green Applications," Wiley-VCH, Weinheim, Germany (2008).
3. **Allen, M. P., and D. J. Tildesley**, "Computer Simulation of Liquids," Oxford Univ. Press, Oxford, U.K. (1987).
4. **Center for Chemical Process Safety**, "Guidelines for Safe Handling of Powders and Bulk Solids," CCPS, American Institute of Chemical Engineers, New York, NY (2005).
5. **Hottel, H. C.**, "Radiation Heat Transfer," Chapter 4 in McAdams, W. H., ed., "Heat Transmission," 3rd ed., McGraw-Hill, New York, NY, pp. 83–85 (1954).
6. **Doherty, M. F., et al.**, "Distillation," Section 13 in Green, D. W., and R. H. Perry, eds., "Perry's Chemical Engineers' Handbook," 8th ed., McGraw-Hill, New York, NY (2008).

7. **Gas Processors and Suppliers Association**, “Engineering Data Book,” 12th ed., Section 8: Fired Equipment, p. 8–7, GPSA, Tulsa, OK (2004).

#### Articles

8. **Babb, S. E., Jr.**, “Parameters in the Simon Equation Relating Pressure and Melting Temperature,” *Reviews of Modern Physics*, **35** (2), pp. 400–413 (1963).
9. **Bertrand, R. R., and J. H. Siegel**, “Emissions of Trace Compounds from Catalytic Reforming Units,” *Environmental Progress*, **22** (1) pp. 74–77 (Apr. 2003).
10. **Wolsky, A. M., et al.**, “CO<sub>2</sub> Capture from the Flue Gas of Conventional Fossil-Fuel-Fired Power Plants,” *Environmental Progress*, **13** (3), pp. 214–219 (Aug. 1994).
11. **Bönnemann, H.**, “Organocobalt Compounds in Pyridine Syntheses — An Example for Structure-Activity Relations in Homogeneous Catalysis,” *Angew. Chem. Int. Ed. Engl.*, **24**, pp. 248–262 (1985).

#### Meeting Papers and Presentations

12. **Benin, A., et al.**, “Metal Organic Frameworks (MOFs) for CO<sub>2</sub> Capture,” presented at the 2008 AIChE Spring National Meeting, New Orleans, LA (Apr. 7–9, 2008).
13. **Baldwin, P.**, “Ramgen Power Systems Low-Cost, High-Efficiency CO<sub>2</sub> Compressor,” presented at the 7th Annual Conference on Carbon Capture and Sequestration, Pittsburgh, PA (May 5–8, 2008).
14. **McLarnon, C. R., and J. L. Duncan**, “Testing of Ammonia-Based CO<sub>2</sub> Capture with Multi-Pollutant Control Technology,” Proceedings of the 9th International Conference on Greenhouse Gas Control Technologies, Washington, DC (Nov. 16–20, 2008).

#### Government Agency Publications

15. **U.S. Chemical Safety and Investigation Board**, “Combustible Dust Hazard Study,” Investigation Report 2006-H-1, CSB, Washington, DC (Nov. 2006).
16. **U.S. Chemical Safety and Hazard Investigation Board**, “Improving Reactive Hazards,” [www.csb.gov/reports](http://www.csb.gov/reports), CSB, Washington, DC (2002).
17. **U.S. Environmental Protection Agency**, “Compilation of Air Pollutant Emission Factors,” Publication AP-42, [www.epa.gov/ttnchie1/ap42](http://www.epa.gov/ttnchie1/ap42), EPA, Office of Air Quality Planning and Standards, Research Triangle Park, NC (Jan. 1995).
18. **U.S. Dept. of Energy**, “Carbon Dioxide Capture from Existing Coal-Fired Power Plants,” Publication No. DOE/NETL-401/110907, DOE Office of Fossil Energy’s National Energy Technology Laboratory, Pittsburgh, PA (rev. Nov. 2007).
19. **U.S. Environmental Protection Agency**, “ECOTOX Database,” <http://cfpub.epa.gov/ecotox/index.html>, EPA, Office of Research and Development.
20. **U.S. National Library of Medicine**, “The Hazardous Substances Data Bank (HSDB),” National Library of Medicine Toxicology Data Network, Bethesda, MD, <http://toxnet.nlm.nih.gov/cgi-bin/sis/htmlgen?HSDB>.
21. **International Energy Agency**, “Improvement in Power Generation with Post-Combustion Capture of CO<sub>2</sub>,” Report Number PH4/3, IEA Greenhouse Gas R&D Programme, IEA, Paris, France (2004).

#### Government Regulations

22. **U.S. Occupational Health and Safety Administration**, “Standard for Hazardous Materials — Process Safety Management of Highly Hazardous Chemicals,” 29 CFR 1910.119.
23. **U.S. Environmental Protection Agency**, “National Emissions Standards for Equipment Leaks — Control Level 2 Standards,” 40 CFR 63, Suppart UU.
24. **U.S. Environmental Protection Agency**, “National Emissions Standards for Hazardous Air Pollutants: Miscellaneous Organic Chemical Manufacturing and Miscellaneous Coating Manufacturing: Proposed Rule,” *Federal Register*, **67** (65), pp. 16154–16259, [www.epa.gov/ttn/atw/mon/monpg.html](http://www.epa.gov/ttn/atw/mon/monpg.html) (Apr. 2, 2002).

#### Industry Standards

25. **National Fire Protection Association**, “Standard for the Prevention of the Fire and Dust Explosions from the Manufacturing, Processing and Handling of Combustible Particulate Solids,” NFPA 654, NFPA, Quincy, MA (2006).
26. **Instrument Society of America**, “Application of Safety Instrumented Systems for the Process Industries (S84.01 Standard),” ANSI/ISA-S84.01-1996, ISA, Research Triangle Park, NC (Feb. 1996).
27. **European Committee for Electrotechnical Standardization**, “Electrostatics — Code of Practice for the Avoidance of Hazards Due to Static Electricity,” CLC/TR 50404:2003, CENELEC, Brussels, Belgium (July 2003)

#### Technical Society and Industry Association Publications

28. **American Petroleum Institute**, “Development of Emission Factors for Leaks in Refinery Components in Heavy Liquid Service,” Publication No. 337, API, Washington, DC (Aug. 1996).
29. **American Petroleum Institute**, “Evaporative Loss from Storage Tank Floating Roof Landings,” Technical Report 2567, API, Washington, DC (2005).
30. **ASTM International**, “ASTM International Directory of Testing Laboratories,” available online at [www.astm.org/labs](http://www.astm.org/labs), ASTM, West Conshohocken, PA.