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National University Corporation Tokyo Institute of Technology  
Regulations Concerning Harassment Prevention, Etc.

April 1, 2004

Regulation No. 72

Revisions

Regulation No. 26, 2005; Regulation No. 76, 2005; Regulation 9, 2006; Regulation No. 64, 2008; Regulation No.48, 2009

(Purpose)

Article 1 These regulations provide for necessary matters concerning measures to prevent and eliminate harassment, and measures to facilitate appropriate responses when problems arising from harassment (hereinafter referred to as “harassment prevention, etc.”) occur at the National University Corporation Tokyo Institute of Technology and Tokyo Institute of Technology (hereinafter referred to as “the Institute”).

(Definitions)

Article 2 For the purpose of these regulations, the meanings of the terms set forth in each of the following items shall be prescribed respectively in those items.

- i. Executives and staff refer to executives and staff (including part-time executives and staff).
- ii. Students, etc. refer to graduate students, undergraduate students, research students, special register students, special audit students, special research students and other individuals engaging in study at the Institute.
- iii. Concerned parties refer to family members of students, etc., business traders and other individuals with a connection to the Institute (excluding executives and staff or students, etc.).
- iv. Disadvantage is defined as behavior corresponding to any of the following.
  - 1) Disadvantageous treatment in terms of admission, promotion, graduation, completion, performance evaluation or when receiving education or research guidance

- 2) Disadvantage with regard to promotion, re-assignment, salary or other work-related treatment, etc.
  - 3) Other disadvantage resulting from being subjected to defamation, etc.
- v. Harassment is defined as acts corresponding to any of the following that cause a degree of disadvantage with regard to work, research, education or study, including psychological aspects and irrespective of whether they occur on or off the Institute campus, as a result of sexual harassment (sexual speech and behavior that causes the recipient to feel uncomfortable (including speech and behavior based on perceptions of gender-based role sharing)), academic harassment (inappropriate speech and behavior stemming from authority over research and education) or any other inappropriate speech or behavior.
- 1) Behavior by executives and staff toward other executives and staff, students, etc. or concerned parties.
  - 2) Behavior by students, etc. toward other students, etc., executives and staff or concerned parties.
  - 3) Behavior by concerned parties toward executives and staff, or students, etc.

2 For the purpose of these regulations, "Departments, etc." refers to each of the graduate schools (excluding the Graduate School of Science and Engineering); each academic division in the Graduate School of Science and Engineering; each undergraduate school, each research laboratory; the Tokyo Tech High School of Science and Technology; the Institute Library, the Health Service Center, each research and service center; the Integrated Research Institute; and the administrative departments.

(Responsibilities of Executives and Staff and Students, Etc.)

Article 3 Executives and staff and students, etc., as required by law and these regulations, shall endeavor to foster and maintain a wholesome and pleasant campus environment free of harassment.

(Responsibilities of Supervisors, Etc.)

Article 4 The president shall supervise harassment prevention, etc. at the Institute.

2 The deans and directors of Departments, etc., as required by law and these regulations, shall endeavor to prevent harassment in order to secure a favorable environment in which for their students and staff to engage in work, research, education and study.

3 The deans and directors of Departments, etc., in the event that a problem arising from harassment occurs, shall swiftly and appropriately take all necessary measures.

(Countermeasure Committee)

Article 5 The Tokyo Institute of Technology Harassment Countermeasure Committee (hereinafter referred to as “Countermeasure Committee”) shall be established within the Institute.

(Duties)

Article 6 The Countermeasure Committee shall deliberate concrete policies for harassment prevention, etc., and discuss concrete measures as circumstances demand.

2 The Countermeasure Committee, when dealing with a problem arising from harassment, shall swiftly report a summary of the problem and concrete measures, etc. to the president, and shall confer as circumstances demand.

(Organization)

Article 7 The Countermeasure Committee shall comprise members of the Deans and Directors Conference, and the principal of the Tokyo Tech High School of Science and Technology.

2 The Countermeasure Committee, in cases where it is recognized as necessary, may request the attendance of non-members and listen to their opinions.

(Administration)

Article 8 The post of Chairperson shall be established within the Countermeasure Committee, and the president shall serve in this post.

2 The Chairperson shall convene the Countermeasure Committee and serve as its chair.

3 In the event that the Chairperson has an accident, an executive vice president designated by the Chairperson beforehand shall assume his/her duties.

(Section Meetings)

Article 9 Section meetings may be established within the Countermeasure Committee for the purpose of discussing specialized matters.

2 The Countermeasure Committee shall determine the establishment of section meetings and their organization, etc. separately.

(Investigation Committee)

Article 10 The Countermeasure Committee may establish a Harassment Investigation Committee (hereinafter referred to as “Investigation Committee”) to investigate concrete matters concerning harassment.

2 Establishment and organization, etc. of the Investigation Committee shall be stipulated separately by the Countermeasure Committee.

3 The Investigation Committee shall report the content of concrete matters pertaining to the harassment investigated to the Countermeasure Committee.

(Secretary)

Article 11 The post of Secretary shall be established within the Countermeasure Committee, and the heads of the General Affairs Department, the Student Service Department, the Suzukakedai Administration Office, the Ookayama 1st Administration Office, the Ookayama 2nd Administration Office, and the Tamachi Administration Office shall serve in this post.

(Handling of Consultations, Etc.)

Article 12 The Harassment Consultation Service (hereinafter referred to as "Consultation Service") shall be established within the Institute to address consultations and complaints pertaining to harassment.

2 The post of Counselor shall be established within the Consultation Service, and members of staff designated by the president shall serve in this post.

3 The term of office of Counselors shall be two years, and reappointment shall not be ruled out. However, the term of office of substitute counselors shall be the remaining term of office of the previous Counselor.

4 Counselors, in addition to addressing consultations and complaints, shall provide the assistance and information needed to resolve the problem.

5 Counselors, when addressing consultations, etc. makes it necessary, shall liaise or confer with executive vice presidents designated by the president (hereinafter referred to as "Designated executive vice president" and the Counselor Liaison Conference.

6 Pursuant to the provision of the preceding paragraph, Designated executive vice presidents who are liaised or conferred shall swiftly report to the president.

(Counselor Liaison Conference)

Article 13 The Counselor Liaison Conference shall be established within the Institute to ensure Counselors address consultations and complaints pertaining to harassment in an appropriate manner.

2 The Counselor Liaison Conference shall comprise Counselors.

3 The post of Manager shall be established within the Counselor Liaison Conference, and an individual designated by the president shall serve in this post.

(Protection of Privacy, Etc.)

Article 14 Counselors and individuals involved in addressing problems arising from harassment shall respect the privacy, honor and other human rights of concerned parties, and shall not disclose secrets learned.

(Elimination of Unfair Treatment)

Article 15 Counselors and individuals involved in addressing problems arising from harassment shall not discriminate against executives and staff or students, etc. who have filed complaints about harassment, cooperated in the investigation of the said complaint, or addressed the harassment in a legitimate manner because of these actions.

(General Affairs)

Article 16 General affairs related to the Countermeasure Committee, the Investigation Committee and the Counselor Liaison Conference shall be handled by the Personnel Affairs Division of the General Affairs Department and the Student Support Division of the Student Services Department.

2 General affairs related to the Departmental Investigation Committee shall be handled by the Administrative Department or Administrative Office on the campus responsible for administration of the said Department, etc..

(Miscellaneous Rules)

Article 17 Handling of students in the Tokyo Tech High School of Science and Technology shall be stipulated separately.

2 Necessary matters related to harassment prevention, etc. other than those provided for in these regulations shall be stipulated separately.

Supplementary Provision

These regulations shall be enforced as of April 1, 2004.

Supplementary Provision (Regulation No. 26 March 31, 2005)

These regulations shall be enforced as of April 1, 2005.

Supplementary Provision (Regulation No. 76 October 24, 2005)

These regulations shall be enforced as of November 1, 2005.

Supplementary Provision (Regulation No. 9 January 27, 2006)

These regulations shall be enforced as of January 27, 2006. However, the revised provisions of Article 2 of the National University Corporation Tokyo Institute of Technology

Regulations Concerning Prevention of Harassment shall be applied as of October 1, 2005.

Supplementary Provision (Regulation No. 64 July 18, 2008)

These regulations shall be enforced as of July 18, 2008, and the revised provisions of the National University Corporation Tokyo Institute of Technology Regulations Concerning Prevention of Harassment shall be applied as of July 1, 2008.

Supplementary Provision

These regulations shall be enforced as of September 4, 2009.