

National University Corporation Kyushu University Rules for Prevention of Harassment
Kyushu University Employment Regulation No. 30 of 2004
Effective date: April 1, 2004
Last amended: March 31, 2022
(Kyushu University Employment Regulation No. 33 of 2021)

(Purpose)

Article 1 The purpose of the National University Corporation Kyushu University Rules for Prevention of Harassment (hereinafter referred to as the "Rules") is to prevent harassment (meaning sexual harassment and any similar conduct that violates human dignity; the same applies hereinafter) and create a healthy and comfortable campus environment at National University Corporation Kyushu University (hereinafter referred to as the "University") by providing for necessary matters relevant to measures to prevent and eliminate harassment of employees and officers who work at the University (hereinafter referred to as "employees, etc."), and students, auditors, research students, and other persons who engage in research and other activities at the University (hereinafter referred to as "students, etc."), and measures to appropriately respond if a problem resulting from harassment occurs (hereinafter referred to as "prevention, etc. of harassment").

(Definitions)

Article 2 In these Rules, the meanings of the terms set forth in the following items are as provided respectively in those items:

- (i) member of the University: employee, etc. and student, etc.;
- (ii) relevant person: a person who has a relationship working or learning with members of the University under the management of the University;
- (iii) sexual harassment: sexual language or behavior of an employee, etc., that makes another member of the University, or a relevant person feel unpleasant, and sexual language or behavior of a student, etc. or a relevant person that makes a members of the University feel unpleasant;
- (iv) any similar conduct that violates human dignity: unjust language or behavior of an employee, etc. that makes another member of the University, or a relevant person feel unpleasant, and unjust language or behavior of a student, etc. or a relevant person that makes a member of the University feel unpleasant, by taking advantage of a superior-subordinate relationship or power relationship, or based on a one-sided judgment or the like; and
- (v) problem resulting from harassment: a member of the University suffers any harm due to harassment in their working or learning environment, and a member of the

University is put at a disadvantage in working or learning as a result of responding to harassment.

(Responsibilities of Member of the University)

Article 3 (1) A member of the University must be careful not to engage in harassment following these Rules and guidelines provided by the President concerning matters that members of the University should understand.

(2) When a member of the University is requested to cooperate in the response to a request for complaint consultation relevant to harassment or an investigation or other activities related to a grievance, they must provide cooperation as requested.

(Responsibilities of Supervisor)

Article 4 A person who is in the position of supervising members of the University (hereinafter referred to as the "supervisor") must endeavor to prevent and eliminate harassment while being careful about the matters set forth in the following items, and take action promptly and appropriately if a problem resulting from harassment occurs:

- (i) calling attention of members of the University to harassment and having them deepen their understanding of harassment by providing them with guidance, training or the like through day-to-day work; and
- (ii) giving consideration so that harassment or a problem resulting from harassment will not occur at the workplace, by paying sufficient attention to the language and behavior of members of the University.

(Responsibilities of the President)

Article 5 (1) The President must ensure that these Rules are widely and thoroughly known to members of the University.

(2) For the prevention, etc. of harassment, the President shall endeavor to carry out activities to raise awareness among members of the University such as by distributing pamphlets, putting up posters, and conducting consciousness surveys.

(3) For ensuring the prevention, etc. of harassment, the President shall implement necessary training for members of the University regularly.

(4) The President must implement training in order to ensure that persons who newly become employees, etc. understand the basic matters relevant to harassment, and that employees, etc. who newly become supervisors understand the roles that they are expected to play with regard to the prevention, etc. of harassment.

(System Development for Prevention, etc.)

Article 6 As a university-wide system aimed at appropriately implementing prevention, etc. of harassment, the President establishes the Harassment Prevention Committee

(hereinafter referred to as the "Committee") and the Office for Harassment Prevention and Counseling (hereinafter referred to as the "Office") pursuant to the provisions of Article 7, paragraph (1) of the Regulations of the Education and Research Council of Kyushu University (Kyushu University Regulation No. 6 of 2004) and Article 16, paragraph (1) of the Regulations of Kyushu University (Kyushu University Regulation No. 1 of 2004).

(2) Necessary matters relevant to the Committee and the Office referred to in the preceding paragraph are governed by the provisions of the Rules for the Harassment Prevention Committee of Kyushu University (Kyushu University Rule No. 26 of 2021) and the Rules for the Office for Harassment Prevention and Counseling of Kyushu University (Kyushu University Rule No. 93 of 2019)

(Complaint Consultation)

Article 7 (1) A member of the University may request complaint consultation relevant to harassment.

(2) In order to respond to a request for complaint consultation, etc. relevant to harassment, a harassment consultation desk is established and counselors are assigned to the desk.

(3) The procedure and other necessary matters concerning complaint consultation are provided separately.

(Grievance)

Article 8 A member of the University may file with the Committee a grievance relevant to harassment.

(2) The procedure and other necessary matters concerning grievance are provided separately.

(Responsibilities of Counselor)

Article 9 A counselor must endeavor to appropriately and promptly respond to a problem concerning a request for complaint consultation and a grievance (hereinafter referred to as a "request for complaint consultation, etc.") by identifying and confirming the problem and providing the person who makes the request for complaint consultation, etc. (hereinafter referred to as the "person requesting consultation, etc.") with the assistance and information necessary for solving the problem. In this case, the counselor must pay careful attention to the guidelines provided by the President concerning the response to the request for complaint consultation, etc.

(Protection of Privacy, etc.)

Article 10 When counselors and the committee and other organizations related to a request for complaint consultation, etc. engage in responding to harassment, they must respect the privacy, reputation and other human rights of relevant persons and must not divulge to others any secrets that they have learned.

(Measures against Act of Harassment, etc.)

Article 11 If the President finds a fact of an act of harassment and judges it necessary to make a disposition or improve the environment for work, learning, education or research, the President shall take necessary measures.

(Prohibition of Disadvantageous Treatment)

Article 12 The President, a supervisor, the other party to a case subject to a request for complaint consultation, etc. and other a member of the University must not disadvantageously treat a person who has made the request for complaint consultation, etc. or a member of the University who has cooperated in an investigation related to the request for complaint consultation, etc. or has otherwise justly responded to harassment, because of such action.

(2) If the President suspects violation of the preceding paragraph, the President shall take necessary measures after conducting an investigation.

Supplementary Provisions

These Rules come into effect as of April 1, 2004.

Supplementary Provisions (Kyushu University Employment Regulation No. 56 of 2004)
These Rules come into effect as of April 1, 2005.

Supplementary Provisions (Kyushu University Employment Regulation No. 7 of 2006)
These Rules come into effect as of October 1, 2006.

Supplementary Provisions (Kyushu University Employment Regulation No. 6 of 2008)
These Rules come into effect as of October 1, 2008.

Supplementary Provisions (Kyushu University Employment Regulation No. 2 of 2015)
These Rules come into effect as of July 29, 2015.

Supplementary Provisions (Kyushu University Employment Regulation No. 33 of 2021)
These Rules come into effect as of April 1, 2022.