

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: July 29, 2015  
(Kyushu University Employment Regulation No. 2 of 2015)

(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) sexual harassment: sexual language or behavior of an employee, etc. that makes another employee, etc., a student, etc., or a relevant person feel unpleasant, and sexual language or behavior of a student, etc. or a relevant person that makes an employee, etc. or a student, etc. feel unpleasant;
- (ii) any similar conduct that violates human dignity: unjust language or behavior of an employee, etc. that makes another employee, etc., a student, etc., or a relevant person feel unpleasant, and unjust language or behavior of a student, etc. or a relevant person that makes an employee, etc. or a student, etc. feel unpleasant, by taking advantage of a superior-subordinate relationship or power relationship, or based on a one-sided judgment or the like; and
- (iii) problem resulting from harassment: an employee, etc. or a student, etc. suffers any harm due to harassment in their working or learning environment, and an employee, etc. or a student, etc. is put at a disadvantage in working or learning as a result of responding to harassment.

(Responsibilities of Employee, etc.)

Article 3 (1) An employee, etc. must be careful not to engage in harassment following these Rules and guidelines provided by the President concerning matters that employees, etc. should understand.

(2) When an employee, etc. is requested to cooperate in an investigation or other activities related to the filing of a complaint, they must provide cooperation as requested.

(Responsibilities of Supervisor)

Article 4 A person who is in the position of supervising employees, etc. (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 employees, etc. 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 employees, etc.

(Responsibilities of the President)

Article 5 (1) The President must ensure that these Rules are widely and thoroughly known to employees, etc. and students, etc.

(2) For the prevention, etc. of harassment, the President shall endeavor to carry out activities to raise awareness among employees, etc. and students, etc. 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 employees, etc.

(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.

(Action for Prevention of and Measures against Harassment)

Article 6 A university-wide system aimed at appropriately implementing prevention of and measures against harassment is established.

(Request for Complaint Consultation and Filing of Complaint)

Article 7 (1) An employee, etc. or a student, etc. may request complaint consultation

and file a complaint relevant to harassment (hereinafter referred to as "request for complaint consultation, etc.").

(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 filing of a complaint relevant to harassment shall be made via a counselor in writing by means of a form provided separately by the President.

(Responsibilities of Counselor)

Article 8 A counselor must endeavor to appropriately and promptly respond to a problem concerning a request for complaint consultation, etc. by identifying and confirming the problem and providing the person requesting consultation 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 9 When counselors and the committee and other organizations that respond to a request for complaint consultation 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 10 If a fact of an act of harassment is found, and it is judged to be 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 11 The President, a supervisor, the other party to a case subject to a request for complaint consultation, etc. and other employees, etc. must not disadvantageously treat a person who has made the request for complaint consultation, etc. or an employee, etc. or student, etc. 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.

(Measures against Disadvantageous Treatment)

Article 12 If violation of the preceding Article is suspected, 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.