

The Japanese version is the authoritative version, and this English translation is intended for reference purposes only. Should any discrepancies or doubt arise between two versions, the Japanese version will prevail.

Rules of The University of Tokyo No. 60
Established: January 1, 2001

The University of Tokyo Rules on the Harassment Counseling Center

(Establishment)

Article 1

1. In accordance with Article 18 of the University of Tokyo Rules on Basic Organizations, the University of Tokyo (hereinafter referred to as the “University”) shall establish the Harassment Counseling Center, the University of Tokyo (hereinafter referred to as the “Center”).

(Operations)

Article 2

1. The Center shall carry out the following operations.
 - (1) Consultation regarding sexual harassment, academic harassment, harassment related to pregnancy, childbirth, childcare leave, caregiver leave, etc., power harassment, other forms of harassment, and violations of personal rights similar thereto (hereinafter referred to as “Harassment”) and issues arising therefrom (hereinafter referred to as “Harassment, etc.”).
 - (2) Consultation regarding coordination or complaint handling procedures related to Harassment, etc.
 - (3) Consultation for the prevention of Harassment, etc.
 - (4) Training for Harassment counselors.
 - (5) Liaison and coordination of contact points for consultation regarding Harassment, etc.
 - (6) Implementation of various projects for the prevention of Harassment, etc.
 - (7) Other operations regarding consultation and complaints about Harassment, etc.

(Director)

Article 3

1. The Center shall place a Director.
2. The Director shall be designated by the President from among the professors or project professors of the University.
3. The Director shall administer the operations of the Center.
4. The term of office of the Director shall be one year. However, this shall not preclude

reappointment.

(Deputy Director)

Article 4

1. The Center may place a Deputy Director.
2. The Deputy Director shall be designated by the Director from among the academic and administrative staff members of the University.
3. The Deputy Director shall assist the duties of the Director.
4. The term of office of the Deputy Director shall be one year. However, this shall not preclude reappointment.

(Counselors)

Article 5

1. The Center shall place counselors.
2. Counselors shall engage in operations set forth in Article 2, under the supervision of the Director.

(Steering Committee)

Article 6

1. A Steering Committee shall be established within the Center to deliberate on important matters regarding the operation of the Center.
2. Matters necessary for the Steering Committee in the preceding paragraph shall be separately determined by the University of Tokyo Harassment Prevention Committee (hereinafter referred to as the "Prevention Committee").

(Requests to Departments, etc.)

Article 7

1. The Director may, as necessary, request collaboration and cooperation from each department (meaning the organizations specified in Chapters 3 and 4 of the University of Tokyo Rules on Basic Organizations, as well as the Secondary School attached to the Faculty of Education and the University of Tokyo Hospital; the same shall apply hereinafter) in responding to cases.

(Cooperation in the Center's Operations)

Article 8

1. The Center may, as necessary, request cooperation in its operations from various consultation offices, etc., established in the Central Administration Bureau or departments.

(Obligations of the Director)

Article 9

1. The Director shall report on the operations of the Center to the Prevention Committee each time the Prevention Committee is held.
2. With regard to consultations received by the Center, if there is an urgent and serious case that involves a high probability of causing harm to many people, a risk of further worsening of the situation in the future, or any other special circumstances where it is found necessary to make a complaint to the Prevention Committee, the Director may make a complaint as set forth in Article 8, paragraph (2), item (1) of the University of Tokyo Rules on the Harassment Prevention Committee (Rules of the University of Tokyo No. 113 of March 28, 2013) in accordance with the procedures separately determined by the Prevention Committee.
3. When the Director makes a determination regarding the complaint set forth in the preceding paragraph, due consideration shall be given to the intent of the counselee and the person alleged to be the victim of harassment.

(Matters to be Complied with Regard to Counselee)

Article 10

1. In carrying out the operations of the Center, counselors and other persons engaged in the operations of the Center (hereinafter referred to as “Counselors, etc.”) shall comply with the following matters.
 - (1) Carefully handle matters in a manner that does not infringe the reputation, privacy, or other personal rights of counselee.
 - (2) Respect intent of the counselee to the greatest extent possible and refrain from imposing solutions on them.
 - (3) When providing relief or taking measures for counselee, refrain from any conduct that constitutes Harassment.

(Obligations of Counselors, etc.)

Article 11

1. Counselors, etc. shall not divulge any secrets obtained in the course of their duties, both during their tenure and after resignation. However, that this shall not apply if disclosure is required by laws and regulations, if the Director intends to make a complaint to the Prevention Committee pursuant to the provisions of Article 9, paragraph (2), or if there are other reasonable grounds.
2. Counselors, etc. shall act with due care to avoid infringing the reputation, privacy, or other personal rights of relevant persons.

(Administration)

Article 12

1. Administration of the Center shall be carried out by the Labor and Working Environment Group of the Central Administration Bureau with the assistance of other relevant groups of the Central Administration Bureau.

(Supplementary Provisions)

Article 13

1. In addition to what is set forth in these Rules, matters necessary for the operation of the Center (excluding those set forth in Article 6) shall be determined by the Director.

Supplementary Provisions

These Rules shall come into force on January 1, 2001.

Supplementary Provisions

These Rules shall come into force on June 9, 2004.

Supplementary Provisions

These Rules shall come into force on October 25, 2007.

Supplementary Provisions

These Rules shall come into force on April 1, 2009.

Supplementary Provisions

These Rules shall come into force on April 1, 2010.

Supplementary Provisions

These Rules shall come into force on April 1, 2013.

Supplementary Provisions

These Rules shall come into force on April 1, 2020.

Supplementary Provisions

These Rules shall come into force on April 1, 2025.