Basic Policy on Measures to Prevent Misuse of Research Funds at IUJ

April 1, 2022

Based on the purpose of the "Guidelines for the Management and Audit of Public Research Funds in Research Institutions (Implementation Standards)" (decided by the Minister of Education, Culture, Sports, Science and Technology on February 15, 2007, and revised on February 1, 2021), and in order to properly operate and manage research funds and prevent their improper use, the following policies have been established by IUJ (hereinafter referred to as "the University").

I.   Clarification of the responsibility system

In order to appropriately manage and administer research funds at IUJ, the "Chief Administrative Officer," "General Administrative Officer," and "Compliance Promotion Officer" will be appointed, and their roles, responsibilities, scope, and authority will be clarified, known, and announced both inside and outside the University.

II. Establishment of an environment that serves as the basis for proper operation and management

1. Clarify rules and duties and authorities regarding administrative procedures for research funds.

2. Establish a contact point to receive reports of misuse of research funds from inside and outside the university, and clearly define the system and procedures for investigating misconduct.

3. Conduct compliance education and awareness-raising activities to raise awareness and spread awareness among relevant parties.

III. Understanding the factors that cause misconduct and formulating and implementing the plan to prevent misuse of research funds

In addition to relevant parties fully comprehending the factors that cause misconduct, specific misconduct prevention plans corresponding to such factors shall be formulated and implemented.

IV. Appropriate operation and management activities of research funds

Based on the plan to prevent misuse of research funds, the secretariat will conduct effective checks for the proper operation and management of research funds.

V.   Development and implementation of monitoring system

An effective monitoring system will be developed and implemented from the perspective of the entire organization, aiming to create an environment that prevents the misuse of research funds.