

Regulations for Ensuring Research Integrity at Kyoto University

Order No. 57
December 26, 2023

(Purpose of these Regulations)

Article 1 The purpose of these regulations is to stipulate the matters necessary to ensure research integrity at Kyoto University (hereinafter referred to as “the University”), and thereby establish an internationally reliable research environment.

(Definitions)

Article 2 In these regulations, “research integrity” refers to the soundness and fairness of research with regard to the risks associated with the increasing internationalization and openness of research activities.

2. In these regulations, “researcher” refers to a faculty member, etc. who engages in research activities at the University, and who falls under one of the following items.

(1) Among those employed in accordance with the employment regulations established by the University, faculty and staff engaged in research activities (excluding students employed as teaching assistants, research assistants, or office assistants).

(2) Persons who are not employed by the University, but who apply to funding agencies (organizations that allocate competitive research funds, etc.) for competitive research funds, etc. (as defined in Article 3, Paragraph 1 of the Regulations on the Appropriate Management of Competitive Research Funds, Etc., at Kyoto University [Order No. 38, 2014]) for the purpose of conducting research activities at the University.

(Responsibilities of the President)

Article 3 The President shall establish a system to ensure research integrity.

(Responsibilities of Researchers)

Article 4 Researchers shall report the necessary information to the University to ensure the transparency of their research activities and accountability.

(Research Integrity Management Supervisor)

Article 5 In order to supervise management-related tasks involved in ensuring research integrity (hereinafter referred to as “research integrity management”), the University shall appoint a research integrity management supervisor (hereinafter referred to as “the Supervisor”). The executive vice-president in charge of research code of conduct shall serve as the Supervisor.

(Departmental Research Integrity Managers)

Article 6 In order to supervise tasks related to research integrity management in departments, each department shall appoint a departmental research integrity manager. The head of each

department shall serve as the departmental research integrity manager.

(Research Integrity Management Committee)

Article 7 The University shall establish the Research Integrity Management Committee (hereinafter referred to as “the Committee”) to deliberate on the following matters:

- (1) Matters related to the establishment, revision, or abolition of regulations pertaining to research integrity management
- (2) Matters related to official requests related to ensuring research integrity
- (3) Matters related to surveys for research integrity management
- (4) Matters related to education and training related to ensuring research integrity
- (5) Other important matters related to research integrity management at the University

Article 8 The Committee shall be composed of the members listed in the following items.

- (1) The Supervisor
 - (2) Executive vice-presidents or vice presidents appointed by the President (excluding the person listed in the item above)
 - (3) Deputy executive vice-presidents appointed by the President
 - (4) Graduate school deans (several)
 - (5) Research institute directors (several)
 - (6) The director of the Personnel Department.
 - (7) The director of the Information Management Department
 - (8) The director of the Research Promotion Department
 - (9) Other persons deemed necessary by the President (several)
2. The President shall commission the committee members listed in Items (4), (5), and (9) of the preceding Article.
 3. The President shall determine the term of appointment of the committee members listed in Paragraph 1, Items (4), (5), and (9), up to a maximum of two years.
 4. The committee members listed in Paragraph 1, Items (4), (5), and (9) may be reappointed.

Article 9 A chairperson of the Committee shall be appointed.

2. The Supervisor shall be appointed as chairperson of the Committee.
3. The chairperson shall convene the committee and serve as the chairperson.
4. In the event that the chairperson is incapacitated, a committee member designated in advance by the chairperson shall act in the chairperson’s place.

Article 10 In addition to the provisions of the preceding three articles, the Committee shall determine the management of the Committee proceedings and other necessary matters.

(Definitions)

Article 11 Specialized committees may be established within the Committee as required.

2. Specialized committees shall investigate and deliberate on necessary specialized matters relating to the deliberation by the Committee of the matters listed in the items in Article 7.
3. Persons other than the committee members stipulated in Article 8, Paragraph 1 may be appointed to specialized committees as necessary.
4. The Supervisor shall commission the members of specialized committees.
5. The specialized committee shall have a chairperson appointed from among the committee members stipulated in Article 8, Paragraph 1, Item (3).
6. In addition to the provisions of the preceding paragraphs, the Committee shall determine necessary matters regarding the organization and operation of specialized committees.

(Attendance of persons other than committee members)

Article 12 When deemed necessary by the Committee or a specialized committee, persons other than committee members may be invited to attend to hear explanations or opinions.

(Consultation desk)

Article 13 The University shall establish a consultation desk to respond to inquiries regarding ensuring research integrity.

(Administration)

Article 14 The Research Promotion Department shall conduct administration relating to ensuring research.

(Miscellaneous provisions)

Article 15 In addition to the stipulations of these regulations, the Supervisor shall determine necessary matters relating to research integrity management.

Supplementary provision

These regulations shall come into effect on December 26, 2023.