

# Aiming for a Harassment-free University



For all Osaka University students  
and staff members.



We accept anonymous requests  
for consultation.



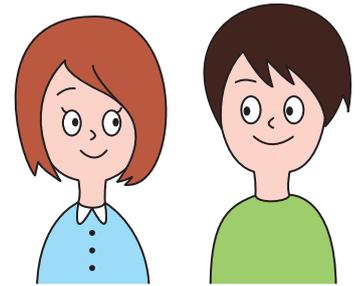
Your privacy  
will be strictly protected.

Aiming at the eradication of:

**SEXUAL HARASSMENT**  
**ACADEMIC HARASSMENT**  
**POWER HARASSMENT**

on campus.

# To Maintain a Comfortable Study and Work Environment where there is Mutual Respect for Human Rights and Individuality



## Osaka University's general approach

In accordance with the spirit of respect for human rights, Osaka University and its members must strive to create a liberal, open-minded environment where all members respect one another, communicate on equal footing as individuals, and share equal opportunities to demonstrate their abilities and work together. It is the obligation of all members, and it is the University's social responsibility, to maximize the ability to execute their respective tasks in education, research and work activities in a healthy and positive environment.

## What is harassment?

For the purpose of our Anti-Harassment Policy definition, the term "harassment" refers to:

- sexual harassment
- academic harassment
- power harassment

[See details.](#)

## These Guidelines Apply to Everyone.

- Our "Sexual Harassment Guidelines" and "Academic Harassment and Power Harassment Guidelines" apply to all members of the University.
- Members of the University include faculty and staff of the University (both full-time and part-time), students (graduate students, undergraduate students, international students, research students, and credited auditors), part-time lecturers, visiting academic staff, part-time workers, etc.
- These Guidelines apply to all cases involving harassment between members of the University even if such cases occur outside the school premises and outside regular office hours, classes, and extracurricular activities.
- The University will also apply these Guidelines mutatis mutandis to cases involving harassment between members and non-members of the University.
- The verification of facts regarding harassment will become increasingly difficult with the passage of time once a person leaves the University. It is therefore important to consult the University as soon as possible after any incident.

## How to avoid engaging in harassment

- Respect the personalities of others and understand that the basic principle for the protection of human rights is respect for the individual.
- Keep in mind that all members of the University are mutually important partners.
- A person who is in a position of power, whether it be academic or official, must be aware of the impact of his/her behavior and must always be considerate of others.
- A person who is in a teaching position must be aware that harassment is an act that violates human rights, such as the right to study, the right to receive an education, and the right to work in a good environment. Therefore, he/she must always give due consideration so as not to lose sight of the true purpose of research and education and be diligent in maintaining good communication and trusting relationships with others to ensure that their words and actions are not misunderstood.

## How to resolve problems if you suffer harassment

- If you experience any form of sexual harassment, there is no reason to blame yourself. It is the offender who has committed the wrongdoing. Victims tend to blame themselves, but there is no reason for you to do so.
- Do not suffer in silence if you become a victim of harassment. Consult with people you trust such as friends, family members, and colleagues.
- The University has established counseling offices for harassment problems. Counselors will sincerely listen to your story.
- If anyone around you is suffering from harassment, have the courage to help the person by taking actions such as the following:
  - Give the offender a warning with a statement such as "That behavior can be considered harassment."
  - Serve as a witness and accompany the victim when he or she consults with the Counselors.
- Make an effort to keep records where possible.
- Keep a record of what happened, including answers to questions pertaining to "when, where, who, and what." If someone is likely to have witnessed the incident, ask him/her to testify.

## Listed below are examples of behavior that can constitute harassment.

### Sexual Harassment

Sexual harassment refers to any unwanted “sexual comment or behavior” that takes advantage of the relationship between the offender and the victim in their work, research, learning and/or extracurricular activities—regardless of time and place. In addition to any act that results in damage to the environment where work, research, learning and/or extracurricular activities take place, sexual harassment also refers to any act giving advantageous or disadvantageous treatment to the victim depending on his/her reaction to the “sexual comment or behavior.” Whether or not particular behavior constitutes sexual harassment *depends on whether or not such behavior is unwanted by the person to whom it is directed.*

#### Comments based on sexual interest or desire



- Making comments on a person’s physical characteristics, such as “You have large breasts.”
- Making obscene jokes.
- Making comments such as “Are you having your period today?” or “Have you reached menopause already?” to a woman who appears unwell.
- Asking questions about the victim’s sexual experiences or sex life.
- Spreading sexual rumors about a person or making sexual jokes at their expense.

#### Making derogatory comments about someone based on his/her gender



- Making such comments as, “You have no guts even though you’re a man.” or “For a woman, you don’t act very cute.”
- Addressing someone by a name that implies disrespect such as “boy,” “girl,” “child,” “sonny,” “pampered young lady,” “ojisan<sup>1</sup>,” or “obasan<sup>2</sup>.”
- Asking such questions as, “Why did you enter this science course when you’re a girl?”

<sup>1</sup> Term used to describe an older man. Connotation varies but may be negative depending on context.

<sup>2</sup> Same as 1\*, but refers to an older woman.

#### Behavior that discriminates against someone based on their gender



- For example, forcing someone to serve tea, clean, or serve as a receptionist, etc., for a research meeting simply due to the fact that they are female.
- Forcing someone to sing a karaoke duet.
- Ordering someone to sit next to a faculty staff member and/or forcing them to pour drinks and entertain by dancing cheek to cheek at a drinking party.

#### Behavior based on sexual interest or desire



- Putting up nude pictures etc. in the laboratory.
- Intentionally showing obscene photos or reading obscene articles aloud published in newspapers or magazines.
- Staring persistently at a person’s body.
- Repeatedly asking someone out for dinner or a date on the pretext of providing research guidance.
- Making phone calls or sending letters or email messages containing sexual content.
- Making unnecessary physical contact.
- Peeping into someone’s restroom/changing room.
- Urging someone to go out in exchange for course credit.

### Academic Harassment

Academic harassment refers to any inappropriate, unfair comment or behavior by a faculty member, staff member, student, or any other member of the University community directed at another member regarding his/her research, education, or study that takes unfair advantage of the offender’s official position or personal relationships. It also refers to any inappropriate, unfair comment or behavior by a student directed towards another student in a research or educational setting in which the offending student takes unfair advantage of an unequal relationship, such as between a graduate student and undergraduate student or in a senior-junior relationship.

#### Infringement on the right to engage in research, education, or study in a good environment



- Neglecting to provide instruction and guidance for research and education without justifiable reason.
- Interfering with research activities by prohibiting the use of literature, books or research instruments, etc., without justifiable reason.
- Coercing a person to adopt a plan or theme of study or research without adequate explanation and against the person’s wishes.
- Forcing a person to accompany you on a private activity or pick-up and/or drop you off.

#### Unjustifiable evaluation and treatment



- Prohibiting job-hunting activities without justifiable cause.
- Refusing to indicate the reason behind the failure of the victim to earn credit(s).
- Forcing a person to repeat a year by arbitrarily changing the determining criteria for graduation or completion.
- Forcing a person to retire against his/her wishes or to unfairly transfer him/her to another research and educational institution.

#### Physical or psychological infringement



- Scolding a person for a minor mistake in a loud voice or in front of others.
- Refusing an interview or other direct communication without justifiable cause.
- Refusing to give instruction/guidance to or directing insulting behavior or words towards a specific student on the basis of subjective feelings.
- Taking part in an act that unfairly demeans a person’s personality or position such as the circulation of a false rumor or anonymous documents about him/her.

### Power Harassment

Power harassment refers to any inappropriate, unfair comment or behavior by a faculty or staff member that is directed towards another faculty or staff member regarding his/her work and which takes unfair advantage of the offender’s official position, authority or personal relationships.

#### Infringement of the right to work in a good environment



- Refusing to give instruction or guidance without justifiable reason.
- Refusing to assign duties without justifiable reason.
- Forcing a person to work on holidays or to work overtime without justifiable reason.
- Refusing to accept a request for leave without justifiable reason.
- Giving instruction to prepare a false document or fabricate a document.

#### Infringement of future plans



- Writing an unfair performance review.
- Forcing a person to retire or change positions.
- Forcing someone to choose between marriage and continuing work.
- Refusing to approve of a person’s retirement even though the person wishes to retire.

#### Physical or psychological infringement

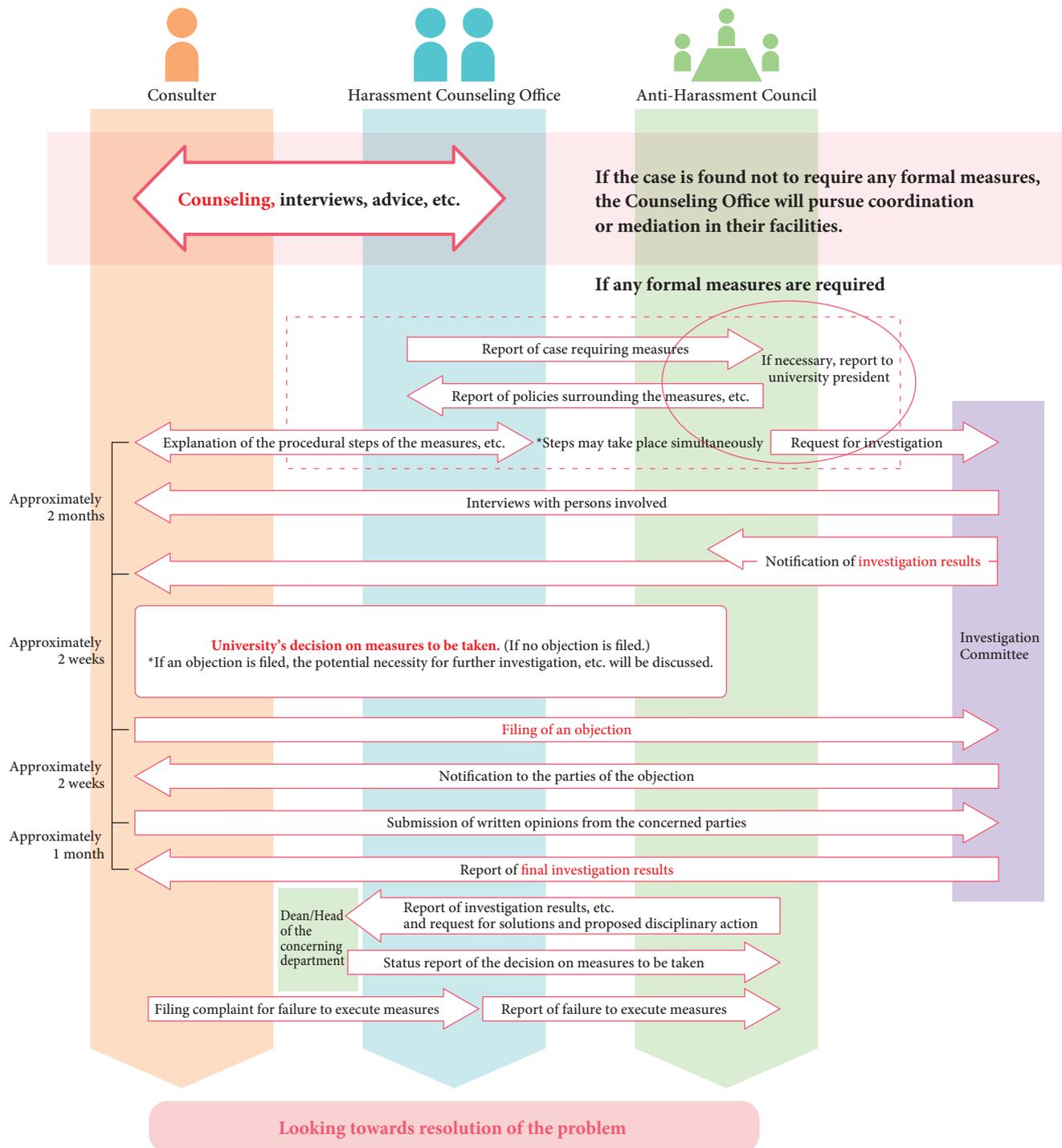


- Behaving and/or using words that go beyond what was expected, and slandering or violating the other’s human rights.
- Circulating threatening or defamatory rumors or anonymous documents.
- Ignoring or directing insulting behavior or words at a subordinate.
- Unfairly spreading personal information obtained during the course of one’s work about a subordinate or colleague.

**If you experience any harassment,  
please consult one of our harassment counseling offices.**

# Schematic Illustration of Counseling Procedure

Indicated periods are only estimates and individual cases may take longer.



## Measures against harassment

- The University will endeavor to provide redress to victims of harassment in the best possible way even while consultations and investigations are still ongoing. No one should suffer disadvantages on the grounds that he or she made a harassment claim, and if it is found that any disadvantage has arisen, appropriate measures will be taken.
- The Counseling Office may, with the consent of the consuler, coordinate discussions with the department, etc. to which the alleged offender belongs in order to resolve the problems.
- If it is determined that the Counseling Office cannot resolve the problems or that measures need to be taken to provide redress to the victim or prevent recurrence of the problems, then with the consent of the consuler, the Office will report the case to the Anti-Harassment Council. Depending on the nature of the consultation, it may take measures involving the associated department in order to prevent further damage. If an investigation of facts is deemed necessary, the Anti-Harassment Council may ask the Investigation Committee to conduct such an investigation.
- The University gives its first priority to the protection and relief of victims and **will assume a reasonably stern attitude to offenders.**

The University's guidelines and policies on harassment are available on its website:

[http://www.osaka-u.ac.jp/en/guide/student/prevention\\_sh/](http://www.osaka-u.ac.jp/en/guide/student/prevention_sh/)

# Don't Suffer in Silence ... Our Counselors Will Listen to You!

At the Counseling Offices, our Professional Counselors and University Counselors (staff) will do their best to put themselves in your shoes and listen before they give you advice.



- Please find the names of Counselors and their contact information using the University's website or the relevant leaflet.
- If you find it difficult to go to the Counselors by yourself, you can ask your friends to either go with you or to act on your behalf.
- Your Counselor will listen to you, give advice as necessary, and try to resolve the problems appropriately and swiftly. If you are not satisfied with the response of any Counselor you approach, you can always choose to consult another Counselor.
- The Counselors will strictly protect your respect and privacy. You may consult anonymously as well.

## Osaka University Harassment Counseling Offices

1. If you wish to have a personal interview with a Counselor to receive advice, please make an appointment by phone at the Counseling Office of your choice.
2. For the consultation hours of each Counseling Office, please refer to the current information available on our webpage on harassment which can be accessed from "Campus Life" on the top page of Osaka University's website ([http://www.osaka-u.ac.jp/en/guide/student/prevention\\_sh](http://www.osaka-u.ac.jp/en/guide/student/prevention_sh)).
3. Please note that on Tuesdays and Thursdays, counseling sessions can be held in English at the Minoh office.

### Toyonaka Campus

2nd floor, Health Care Center – please use the outside stairs on the east side of the Health Care Center



#### Sexual Harassment Counseling Office

Tel: 06-6850-5029 (direct line)

Monday: 10:00 a.m. – 5:45 p.m.  
 Tuesday: ㄱ  
 Wednesday: 10:00 a.m. – 3:45 p.m.  
 Thursday: (closed during: 1:00 p.m. – 2:00 p.m.)  
 Friday: ㄱ

#### Academic, Power and Other Harassment Counseling Office

Tel: 06-6850-6006 (direct line)

Monday: 1:00 p.m. – 4:00 p.m.  
 Tuesday: 3:00 p.m. – 6:00 p.m.  
 Wednesday: 10:00 a.m. – 1:00 p.m.  
 Thursday: 3:00 p.m. – 6:00 p.m.  
 Friday: 10:00 a.m. – 1:00 p.m.

### Suita Campus

1st floor, IC Hall



#### Sexual Harassment Counseling Office

Tel: 06-6879-7169 (direct line)

Monday: Closed  
 Tuesday: 10:00 a.m. – 1:00 p.m.  
 Wednesday: 3:00 p.m. – 6:00 p.m.  
 Thursday: 1:00 p.m. – 4:00 p.m.  
 Friday: 11:00 a.m. – 2:00 p.m.

### Minoh Campus

3rd floor, Administration Building



#### Sexual Harassment Counseling Office

Tel: 072-730-5112 (direct line)

Monday: Closed  
 Tuesday: 3:00 p.m. – 6:00 p.m.\*  
 Wednesday: Noon – 3:00 p.m.  
 Thursday: 3:00 p.m. – 6:00 p.m.\*  
 Friday: Noon – 3:00 p.m.

\*English-speaking counselor available

Let's all work together to create an environment  
where we can learn and work comfortably!

