

# System for Operation and Management of Public Research Funds

(In regards to the guidelines outlined by MEXT)

April, 2021

**Ministry of Education, Culture, Sports, Science and Technology, etc. (Funding Organization)**

**Administration Bureau**

**Executive Director in charge of finance**  
< Department Operating Officer >

**Audit Office**  
< Compliance Hotline Service >

< Consultation Service >

Personnel Division

Research Promotion Division

Collaborative Research Services Office, Co-Creation Bureau

Community-University Coordination Division

International Affairs Division

Finance Division

Accounting Division

Property and Account Settlement Division

Contract Division

Other divisions/offices in charge of public research funds

**Office for the Proper Usage of Research Grants**  
< University-wide consultation services >

- ◆ Develop plans to prevent misuse of Public Research Funds
  - ◆ Establish Codes of Conduct
  - ◆ Produce handbooks on the use of Public Research Funds
  - ◆ Plan / implement compliance training sessions
- etc.

Businesses

Measures to prevent collusion with businesses

**President of the University**  
< Chief Executive Officer >

**Executive Director designated by the President**  
< General Operating Officer >

Implement measures  
Report on the status of implementation

**Department**

**Head of Department**  
< Department Operating Officers >

**Department, Field of Specialization, Division, etc.**  
< Assistant Department Operating Officers >

< Consultation services within the department/office >  
**Administration Department**  
< Assistant Department Operating Officers >

- ◆ Compliance training
- ◆ Confirmation of the delivery of items and/or services provided, and conduct a delivery inspection
- ◆ Monitoring
- ◆ Confirmation of Public Research Funds spending
- ◆ Management of part-time employees

**Researchers**

Report on misuse (including necessity of investigations)

*In Osaka University, "all funding," including management expenses grant and donations, are subject to misuse reports.*

Implement measures

Report on the status of implementation

Establish / Report

**Investigation Committee**

**Auditor**

**Audit Firm**

Collaboration

- Monitoring (Conduct an Internal Audit)
- Send notices of the rules governing each section

Develop a basic policy

Develop specific measures based on a basic policy