

## General Points to Note in Avoiding the Occurrence of Issues of Conflicts of Interest

### Conflict of Interest (in General)

When engaging in industry-university-government collaboration activities, there may be situations in which the interests and responsibilities of a faculty member in relation to a company may conflict with his/her educational and research responsibilities as a university faculty member. Even if the situation is within the scope not prohibited by the regulations of the University of Osaka, failure to take appropriate measures from comprehensive perspectives could result in causing society to lose confidence in the faculty members, etc., and the University itself. It is important to properly manage the conflict of interest in order to prevent the primary duties of education and research from any interruption, as well as impeding the promotion of industry-university-government collaboration activities.

### Self-Reporting

Every year, we carry out The University of Osaka Conflict of Interest Management Self-Report. You will be informed about the Report through the administrative section of your department, so **please make sure to complete this Self-Report** when informed.

For further details, see

“Self-reports on conflict of interest (COI) management”

[https://www.osaka-u.ac.jp/en/research/policy/coi/coi\\_5](https://www.osaka-u.ac.jp/en/research/policy/coi/coi_5)

### Talking to Us About Conflict of Interest

If you have any concerns or questions about conflicts of interest arising from industry-university collaborations such as taking side jobs, you can consult with us anytime at the Conflicts of Interest Consultation Office. Please see the website below for details.

“Conflict of Interest Consultation Office”

[https://www.osaka-u.ac.jp/en/research/policy/coi/coi\\_4](https://www.osaka-u.ac.jp/en/research/policy/coi/coi_4)

### Side Jobs

If you have a side job, please ensure it is within the scope allowed by the University, and in such a way that your obligations as a member of University Academic Staff are not be compromised. Also, you will need to be particularly aware of conflict of interest concerns if you

engage in a side job to serve as an officer (of a technology licensing organization, of a company utilizing research results, or company auditor, etc.) in a for-profit company, etc., because your links with the company, etc. will be especially strong in this case.

### **Conducting Research Activities and Publishing Results**

When conducting research and publishing research results, ensure that the research is conducted without giving preference to the interests of the company, etc. in which you have personal economic interests (shareholdings, side job, payments, royalties) and ensure it is scientifically fair and just in content.

In order to ensure transparency of research expenses and credibility of the research results, some (medical) academic societies and journals require disclosure of conflict of interest when publishing the research results.

### **Handling Research Results**

When you are attributing the rights to research results, please handle properly any procedures related to notifying inventions to the University, so as not to be perceived as giving preferential treatment to any company, etc. in which you have a personal financial interest (holding shares, side jobs, payments, royalties, etc.).

### **Joint Research with a Company you have a Side Job with**

If you conduct joint research with a company, etc. you have a side job with, the line between your work at the University of Osaka and your side job may become blurred. Please manage such joint research activities appropriately, taking part in them from the University of Osaka standpoint and maintaining a clear line between your duties at the University of Osaka and your side job.

Please bear in mind that the risk of conflicts of interest increases when you are working as an officer at a for-profit company. Ensure the transparency and fairness of procedures by not taking part in decisions and approvals in regard to the performance and contracting of joint research from the company's side (not being present at the relevant meetings of the Board of Directors, etc., and having this recorded in the minutes; setting provisions as to who

has proxy over approvals, etc.) .

## **Purchasing Goods**

If you purchase goods from a company in which you have a personal financial interest (holding shares, side jobs, payments, royalties, etc.), you must be able to offer an adequate explanation to the public about the properness of the conditions of the transaction – such as the need for the purchase, the price and so on. So, when making your order to a company in which you have a personal financial interest, please consider the need for the purchase carefully, and if you go ahead with it, pay adequate attention to keeping the contract procedures clear, impartial, and fair.

The following approach is recommended to reduce the risk of conflicts of interest: rather than a member of Academic Staff placing an order directly, submit the order form to the administrative staff at their faculty office, and the admin. staff will then process the order in line with the accounting regulations; keep a written explanation of the necessity of the contract, the fairness of the selection of the counterparty, and the appropriateness of the contract terms and conditions.; avoid serving as a member of the Committee making the decisions regarding the company in question on matters like models and technical specifications is also recommended. Precautions like these will help reduce the risk of concerns arising, and allow for greater transparency, impartiality, and fairness.

## **Accepting Donations**

When accepting donations, please pay adequate attention to keeping the procedures clear, fair and impartial, so that a third party will not have concerns about preferential treatment to any company in which you have a personal financial interest.

In order to reduce the risk of conflicts of interest, please pay adequate attention to keeping the procedures clear, impartial and fair. For example, if you have a side job at the company concerned, do not play any part in the decision-making process leading to a donation by the outside company in question (not being present at

the relevant meetings of the company' s Board of Directors, etc.)

### **Involving Students in Business**

If a student engages in business with a company, etc. in which you have a personal financial interest (holding shares, side jobs, payments, royalties, etc.), the student' s will must be respected. In your relationship with the student, please pay adequate attention to the fact that the student' s right to receive education must not be compromised, and ensure their freedom to engage in research, etc.

### **Involvement in Committees, etc.**

When participating and deliberating issues in university committees, etc., maintain neutrality and fairness to avoid giving preference to those whom you have personal interests with.

When having personal interests, you can enhance transparency and fairness by setting restrictions (e.g., not serving as a committee member, leaving the meeting, or not making a statement during the meeting.) and recording them in the minutes. If your appointment with the member of the committee and making a statement are necessary and unavoidable, declare your relationship with the person concerned to the committee and proceed with your duties.

(Contact)

Conflict of Interest Management Staff,  
Co-Creation Affairs Division,

Department of Co-Creation Promotion

Email : [coi-office@ml.office](mailto:coi-office@ml.office)

(Note: Please add " osaka-u.ac.jp " to the end of the above address when using it.)