

The Japanese version is the authoritative version, and this English translation is intended for reference purposes only. Should any discrepancies or doubt arise between two versions, the Japanese version will prevail.

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University of Tokyo Guidelines for the Prevention of Sexual Harassment

I Attitude as a member of the academic community

The following attitude is recommended for all members of the University of Tokyo, so that the University is able to build an educational, research and working environment that is free from sexual harassment.

- (1) Collectively build an environment that is suitable for education, research and work by recognizing that each individual is an equal member of the academic community and by respecting one another.
- (2) Recognize that, although sexual harassment is often seen simply as an unpleasant form of behavior, it also has the potential to infringe upon the human rights of others (assault on one's personal dignity).
- (3) Eliminate discrimination relating to gender, orientation or identity in all aspects of the academic community.
- (4) Do not assess individuals based on gender stereotypes that have formed as a result of society and culture.
- (5) Recognize that there are differences in the sensitivities of each individual in respect to sexual language and behavior, and remain aware of the feelings of others.

II Language and behavior that could be sexual harassment

Sexual harassment means "sexual language or behavior that makes others feel uncomfortable." Accordingly, the following types of language and behavior are deemed to be sexual harassment.

- (1) Making unwelcome sexual advances or unwelcome requests based on sexual interest
(Examples)
 - Persistently seeking a relationship or making invitations of a sexual nature when the other person would find it hard to refuse such requests (attraction for the person concerned is not a valid excuse for these actions).
 - Persistently seeking a sexual relationship by e-mail, SNS, etc.

- Stalking someone
 - Requiring someone to wear certain clothing or engage in certain behavior from a sexual motive
 - Taking photographs of someone when they do not wish to be photographed
 - Needlessly touching someone's body
- (2) Making sexual advances by taking advantage of a relationship that allows advantage or disadvantage to be conferred to one's studies or work
(Examples)
- Making unwelcome sexual advances in research or work on the pretext of "special guidance"
 - Making sexual advances by taking advantage of a position of being able to decide accreditation, admission to higher degree courses, graduation or future work opportunities
 - A manager in a full time position persistently suggesting going out for a meal to "discuss the future" to a staff on a fixed-term contract
- (3) Employ advantageous or disadvantageous treatment in terms of study or work, as a consequence of accepting or declining sexual advances
(Examples)
- Abandoning or excluding a student from instruction as well as conferring disadvantageous treatment in terms of work, as a consequence of not responding to sexual interest
 - Not providing work or giving negative evaluations to subordinate personnel or conferring disadvantageous treatment in terms of work, as a consequence of refusing sexual advances
 - Treating someone specific favorably due to personal feelings
- (4) Creating an environment that is uncomfortable for you or others through sexual language, behavior or displays
(Examples)
- Denigrating or teasing someone about his or her physical characteristics, sexual orientation or identity
 - Making sexual jokes that make others feel uncomfortable
 - Displaying sexual posters or photographs, insisting on their viewing images or videos on the PC that make others feel uncomfortable
 - Spreading sexual rumors via e-mails, SNS, etc. without the knowledge of the party concerned
 - Causing embarrassment to overseas students or other foreigners by teaching sexually explicit words in Japanese incorrectly by telling them wrong meanings and insist on their using them in front of other people

* Examples of sexual harassment resulting in disciplinary actions within the University

(Examples)

A faculty advisor under the pretext of providing research guidance to a graduate student persistently suggested they go for meals together, constantly offering picking up and taking them home by car, and constant harassment sexually by insistence of personal interest.

An academic staff gave a student work that was unrelated to the course and demanded that going on dates on the pretense of private tutoring, resulting in the student becoming ill.

An undergraduate student committed indecent acts against a classmate during a student party.

An administrative staff indecently touched the shoulder as well as hugged a staff sitting next to them during a leaving party

III Working Towards a solution

If you suffer from sexual harassment or witness sexual harassment around you, it is important to prevent the harassment from continuing or escalating and to seek to remedy the situation. The following response is advised.

- 1) If you feel uncomfortable, make this clear to the offending party. However, you will not be blamed for failing to make this clear at an early stage. You are also advised to consult someone you trust and/or consult the Harassment Counseling Center.
- 2) If you witness sexual harassment around you, give a clear warning to the offending party.
- 3) If a friend or colleague consults you, cooperate to stop the harassment and to find a resolution, from the perspective of the person who has suffered sexual harassment, in order to prevent escalation.
- 4) If you suffer from sexual harassment or witness sexual harassment around you, try not to see it only as your own problem but also try to use the following resources to prevent and eliminate sexual harassment in the future for a better academic, research and working environment.

IV Resources available for resolving problems

In order to prevent and eliminate sexual harassment, as well as resolve problems, the University of Tokyo has established the Harassment Prevention Committee and the Harassment Counseling Center. Victims of harassment or people who have been consulted about harassment may refer to the Harassment Counseling Center, the Student Counseling Center, the Office for Mental Health Support, the *Nandemo Sodan* (One-stop Resources) Office, or advice centers established in each department.

Consultation centers and the Prevention Committee will make every effort to protect the privacy of anyone who consults them and to resolve the problem in a fair, impartial and prompt manner.

- 1) Consultations to the Harassment Counselling Center may be done in person, or by letters, telephone, or e-mails. The specialist counselors will respond to all consultations from the perspective of the person who has suffered harassment, and take appropriate steps to reach a solution based on their requests.
- 2) If the client makes a claim to the Harassment Prevention Committee, the Prevention Committee shall aim to solve the issue by means such as notifications, arbitrations, investigations as well as through requests for improvements in the situation to the heads of departments
- 3) In the event the harm from the harassment is severe, the university shall take disciplinary action on the offending party.