

Consultation service

If you experience harassment trouble, do not hesitate to use the consultation service. A consultant will talk with you privately. The consultant will respect your wishes, and explore solutions with you. Consulting will not result in any negative consequences for you and anyone cooperating with you. Also, privacy is always carefully protected.

University-wide consultation service

- Consultations are usually conducted face-to-face, but consultation via phone or email is also available.
- If you wish to have a face-to-face consultation, calling/mailling beforehand to make an appointment is recommended.

Department consultation service

Each faculty/graduate school and institutes also provide consultation service. Contact information and consultation methods are provided on the Tohoku University Harassment Prevention Policy website.

Off campus consultation service

Tohoku University has consignment with a professional body to provide consultation service off campus. Contact information and consultation methods are provided on the Tohoku University Harassment Prevention Policy website.

Tohoku University Harassment Prevention Policy website

<https://c.bureau.tohoku.ac.jp/homucomp/harassment/>

Tohoku University Harassment Prevention

(Harassment Prevention Regulations, guidelines and other related information are also available)

Please do not hesitate to come and talk to us of whatever may be on your mind such as "May I consult about this matter?," "I'm too scared to go to the laboratory," or "My colleague came to me for help, what should I do?" Early consultations will be a short cut to quick solutions. Let's resolve harassment while it is still small.

Harassment Counseling Office for Students

(Next to Counseling Office in Kawauchi-Kita Campus)

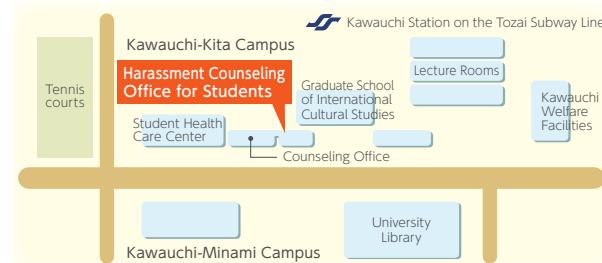
T E L : 022-795-7812 (Direct)

F A X : 022-795-3778

E-mail : gakuso@ihe.tohoku.ac.jp (only for appointments)

H o u r s : Monday to Friday, 9:30-17:00

41 Kawauchi, Aoba-ku, Sendai 980-8576



Harassment Counseling Office for staff

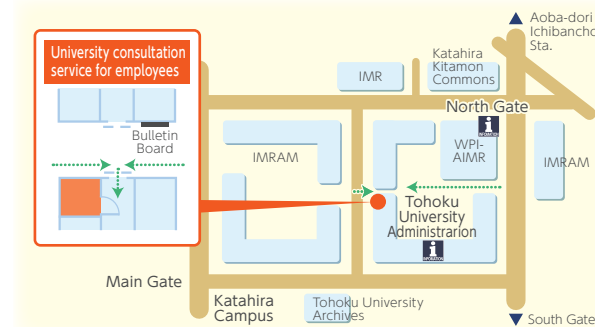
(1st Floor of University Administration Building 2 in Katahira Campus)

T E L : 022-217-4967 (Direct) *Answering machine available

E-mail : soudan@grp.tohoku.ac.jp

H o u r s : Monday to Friday 9:30-17:00

2-1-1 Katahira, Aoba-ku, Sendai 980-8577



Issued by: **Committee for University-Wide Prevention of Harassment in Tohoku University**

in Tohoku University General Affairs and Planning Department
Legal Affairs and Compliance Division

TEL : 022-217-6066 E-mail : com-suishin@grp.tohoku.ac.jp



To Prevent and Resolve Harassment



Message from the President

Tohoku University will not, for any reason, condone harassment.

Tohoku University is a collective body of knowledge where people gather, learn and create, which serves as an open doorway to the world. Creating an environment where the personal dignity of every person is respected, and where everyone can pursue their studies and work based on mutual trust, is an important responsibility of the University. We do not condone



President
Hideo Ohno

any form of harassment. We hereby declare that we will establish mutual understanding and trust, make sincere and serious efforts to prevent and eradicate harassment, and if harassment should occur, to handle the situation promptly and appropriately until a solution is found. We are on your side.

Tohoku University

What is harassment?

Harassment refers to the actions or behaviors violating human rights that can be defined as **sexual harassment, academic harassment, and harassment related to pregnancy, childbirth, childcare leave, family care leave, etc.**

Have you ever experienced this?



To avoid harassing

- If you realize you're making someone uncomfortable, do not repeat the same words/speech and behavior.
- In particular, perception of sexual speech/behavior differs greatly depending on gender and individual. Put yourself in other people's shoes.
- Be sensitive of the power you have and your superior position.
- The person may not always be clear about his/her discomfort.

If you are harassed

- Do not blame yourself. You are not at fault.
- Clearly show your discomfort with your words and actions. However, even if you are unable to do so, you are not at fault.
- Keep a record of "when, where, by whom, and what was done to you."
- Do not keep it all to yourself. Talk to someone you trust or a consultant.



If someone is being harassed

- He/she may be suffering alone not being able to say anything to anyone. If you notice something, please speak to him/her and offer help.
- If he/she cannot go to the consultation service by him/herself, please go with him/her.
- Carefully avoid secondary victimization, such as blaming or hurting him/her.
- Do not be a bystander. If possible, speak out to the harasser.



Flow of consultation to resolution

Please use the consultation service. A consultant will talk with you.

The consultant will explore possible solutions with you.

There are several types of solutions. Your choice will be respected.

Consultation Possible solutions will be explored through the discussions with the consultant.

Intervention Assertions from both parties will be heard, and ways of reconciliation will be searched.

*Coordination with affiliated faculty/graduate school and institutes within the university may be required in order to achieve resolution.

Mediation The parties will speak to each other directly, or an arbitration proposal will be presented in order to resolve the conflict.

Investigation Resolution will be based on a fair and just investigation of the facts.

Solutions

[Examples]

- Correction, recovery, improvement of a hostile learning/working environment.
- Warning/guidance to the perpetrator.
- With an intermediary, an apology to the victim.
- Resolution of a conflict state.
- Recommendation for personnel-related measures (position reassignment, etc.)