

## Basic Policy on the Prevention of Improper Use of Research Funds at Institute of Science Tokyo

March 7, 2025

Issued by the President and Chief Executive Officer

Based on the provisions of Article 3, Paragraph 2 of the "Regulations for the Appropriate Operation and Management of Educational and Research Funds at Institute of Science Tokyo," the basic policy to prevent improper use is established as below.

1. Delineate the system of responsibility for measures to prevent improper use, and ensure it is widely communicated both within and outside the Institute.
2. Delineate the administrative rules and procedures related to the implementation of research and the execution of research funds, as well as the associated authorities and responsibilities. Raise awareness among all members, and foster a research environment equipped with sufficient deterrence against improper use.
3. Identify potential causes of improper use, and formulate and implement a plan to address misconduct in research activities. By doing so, encourage the voluntary efforts of all members and foster an environment that helps to prevent such misconduct from occurring.
4. Establish clear rules regarding the use of research funds, and build a system to appropriately share information and promote a common understanding.
5. Create and implement an effective monitoring system that is viable from an Institute-wide perspective to ensure the proper management of research funds.