Creating a Harassment-Free Campus

OHarassment in the workplace is a socially unacceptable act that unjustly harms the personal dignity of workers, hinders the effective exercise of workers' abilities, hinders workplace order and the execution of duties for the company, and affects social evaluation.

Words and actions based on awareness of gender roles may be the cause and background of sexual harassment, and negative words and actions related to pregnancy, childbirth, childcare leave, etc., may be the cause and background of harassment related to pregnancy, childbirth, childcare leave, etc. Be careful not to behave in this way. In addition, the cause and background of power harassment are thought to be problems in the work environment, such as the dilution of communication between workers, so efforts should be made to improve the work environment.

Our policy

All members of our school are not allowed to engage in harassment. «Article 5 of the Harassment Prevention Regulations»

Harassm<mark>ent is</mark>

when a statement or action toward another person makes the other person uncomfortable, injures their dignity, causes disadvantage, or threatens them, regardless of the intention of the person. «Article 2 of the Harassment Prevention Regulations»

Scope of the policy:

Officers, faculty and staff, students, and all other persons enrolled in the school.

«Article 2 of the Harassment Prevention Regulations»

OExamples of types of harassment

(1) Sexual harassment

Sexual harassment refers to making the other party feel uncomfortable or causing mental or physical pain through sexual words or actions that take advantage of the employee's position in the workplace or make the other party uncomfortable, humiliating, or deteriorating the other party's education, research, or working environment through sexual words or actions, regardless of whether the person intends to do so or not.

(2) Academic Harassment

Academic harassment is using one's position or authority in an educational or research setting to reduce the other party's motivation to learn or research, cause mental or physical pain, or worsen the academic or research environment through inappropriate or unfair behaviour, guidance, or treatment.

(3) Power Harassment

Power harassment in the workplace refers to words and actions that occur in the workplace against the background of a dominant relationship, and an employee's working environment is harmed by something that goes beyond the necessary and reasonable scope of work.

(4) Gender Harassment

Gender harassment refers to words and actions based on a sense of discrimination based on gender that ignores an individual's abilities and characteristics, causing discomfort or other disadvantage to the other party and deteriorating the education, research, and working environment.

(5) Maternity Harassment

Maternity harassment refers to inappropriate and unfair words and actions (including negative words and actions regarding infertility treatment) in response to a female employee's pregnancy, childbirth, and requesting or taking a leave of absence by laws and regulations associated with these cases. It refers to making the other party uncomfortable or deteriorating their education, research, and working environment through guidance or treatment.

(6) Harassment related to childcare or nursing care leave

Harassment of childcare or nursing care leave refers to the act of making the other party uncomfortable or deteriorating the other party's education, research, or working environment through inappropriate or unfair words, actions, guidance, or treatment of an employee who has requested or taken childcare leave or nursing care leave in accordance with laws and regulations.

(7) Other Forms of Harassment

Another harassment refers to unjust or inappropriate words and actions that are equivalent to the harassment words and actions described in (1) \sim (6) above, and that causes mental or physical pain, discomfort, or another disadvantage to the other party.

O If you are a victim ...

You don't have to blame yourself. It is also important to express that you are uncomfortable. However, it's not your fault if you can't say that. Don't worry about it alone, but talk to a trusted friend, a harassment consultation service, or a harassment counsellor. Harassment isn't just about you. Keep as many records as possible. If you have someone willing to be a witness (e.g., "when", "where", "by whom", "what", etc.), it is a good idea to ask them to testify.

OConsultation on harassment, etc.

The following persons will handle harassment consultations at the University. When dealing with harassment, the consultation desk and counsellors will respect the human rights of the parties concerned, such as the privacy and honour of the person concerned. In addition, the counsellor has pledged to maintain confidentiality strictly, so please feel free to consult with us. We will not share information with other counsellors without the counsellor's consent.

Not only the victim but anyone who has concerns about harassment, such as those who have witnessed the damage, those who are said to have caused the damage, and those whom the victim has consulted, can consult with anyone. In addition, we will not treat employees disadvantageously on the grounds of consultation on harassment.

Harassment Consultation Desk (50th Anniversary Auditorium, 4th floor, Health Center) TEL 092-801-0490 or WEB Consultation Reception Form <u>https://www.fdcnet.ac.jp/fdc/health/form/form.html</u>

Tomotake Tokuno (Director, Health Service Center) Yuri Adachi (Health Service Center, Chief (Certified Psychologist)) Tomoya Kawaguchi (Health Service Center, Certified Psychologist) Yuko Matsumoto (Health Service Center, Nurse)

Harassment Counselor

[Supervising Counselor] Yoshio Kanemitsu (Professor, Department of Psychosomatic Internal Medicine)

Takashi Tsuzuki (Professor, Dentures) Etsuko Matsuzaki (Professor, Dental Conservation) Toyohiro Kagawa (Professor, Oral Diagnostic Imaging) Hiroyuki Torisu (Professor, Department of Pediatrics) Nao Taniguchi (Professor, Oral Health Sciences) Tetsuya Nagashima (Professor, Medical Ethics) Takashi Kaneko (Professor, Oral Medicine Center) Tasuku Tanaka Assistant Professor, Psychosomatic Internal Medicine Kazuyuki Akinaga Lecturer, Adult Nursing, College of Nursing Keiko Miyasaka (Lecturer, Home Nursing, University of Nursing) Atsuko Baba (Professor, Decartment of Dental Hygiene, Junior College) Kazuko Goto Professor, Decartment of Dental Hygiene, Junior College) Hiroki Wasai Eduction and Research Support Division, Section Manager, Nursing College) Hiroto lio (Assistant Manager, Junior College Administrative Section) Yoko Tagaya (Assistant Manager, Hospital Administrative Section) Wakako Nawata (Dental Hygienist Leader) Yuka Yasukouchi (Dental Hygienist) Rumi Gun (Nurse, Chief) Atsuko Tatsushima (Nurse) Hiromi Kusaba (Dental Hygienist Leader)

Kazuhiro Hamasaki (Physical Therapist)

Mizue Yasui (Dental Hygienist)

Dedicated e-mail address for harassment (office staff) jinken@fdcnet.ac.jp
* Information will not be shared with other counselors without the consent of the counselor.

External Consultation Desk

Fukuoka Institute for Gender Studies Domestic Violence and Harassment Telephone Consultation (Every Thursday, 13:00~19:00) TEL: 092-401-6563 Fukuoka Prefectural Headquarters Harassment Consultation Desk (Mon-Sat, 12:00-16:00) TEL: 092-401-2600 Fukuoka Federation of Human Rights Commissions

OResponse to harassment, etc.

With regard to the fact of harassment, if it is deemed necessary to take disciplinary action, attend school, or improve the working environment, we will take measures to prevent recurrence by disposing of the harassment or by cooperating with the relevant departments, etc. In addition, disadvantageous treatment or harassment of harassers, those who have filed complaints regarding harassment, those who have received consultations (counsellors and members of the school who have received consultations), and those who have cooperated with the investigation of facts (from now on referred to as "counsellors/cooperators"), or disadvantageous treatment or harassment, or members of the school who are involved in the search for consultations and collaborators, will be subject to disciplinary action and other appropriate measures.

Fukuoka Gakuen Harassment Prevention Committee