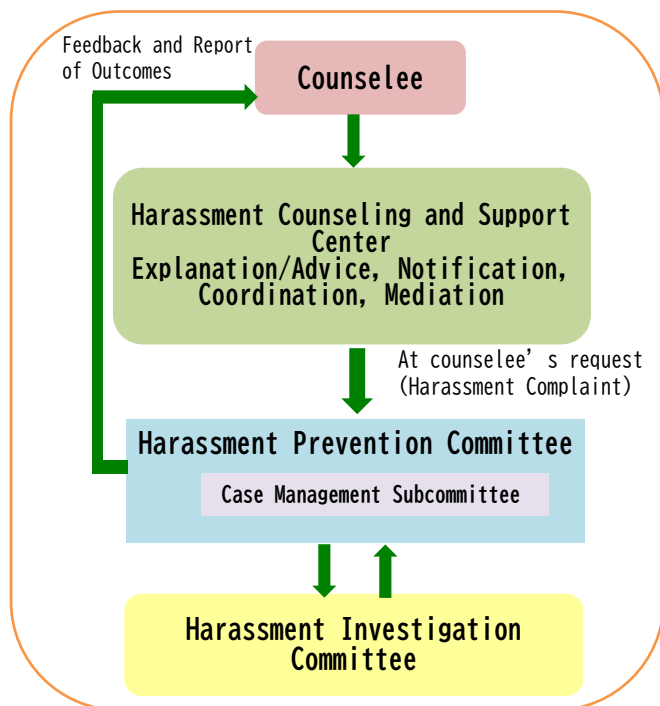


# Harassment Counseling in University of the Ryukyus

## Process of Consultation



## 【Harassment Counseling and Support Center】

- Counseling services are confidential.
- University of the Ryukyus prohibits discrimination against the counselee. If such discrimination has occurred, please contact us.
- The Center offers guidance and explains the helping process. The Center can provide such services as indicated in the table below.
- The Center provides harassment related information (handouts and books, etc.).
- The Center has a perspective of human relations and human rights, regarding legal point of views.
- Certified clinical psychologists and on-

## ○Services of Harassment Counseling and Support Center

	Content	Acts
Counseling	The Center provides counseling regarding harassment issues	Harassment Prevention Regulations 20 Article 1(1)
Explanation Advice	The Center provides counselee with advice and explains procedures for action. The Center gives suggestions for preventing harassment and stemming further harm.	Harassment Prevention Regulations 20 Article 1(2)
Notification	The Center notifies the perpetrator or the respective Head of Department about the alleged harassment and/or offensive behaviors committed by the perpetrator.	Harassment Prevention Regulations 20 Article 1(3)①
Coordination	The Center requests the Head of the Department to address the situation, with the center involved in coordination.	Harassment Prevention Regulations 20 Article 1(3)②
Mediation	The Center mediates between the alleged harasser and the counselee without harassment investigation.	Harassment Prevention Regulations 20 Article 1(3)③
Support w/ Complaint	At the counselee's request, the Center assists the counselee in filing a 'Harassment Complaint Form' for submission to the Harassment Prevention Committee.	Harassment Prevention Regulations 20 Article 1(4)

○Work of the Harassment Prevention Committee (Includes work of the Case Standing Committee)

	Content	Acts
Establishing Investigation Committee	Discuss harassment whether or not to establish a Harassment Investigate Committee (HIC). Decide to investigate, the Harassment Prevention Committee (HPC) to request the University President to establish HIC to investigate the harassment.	Harassment Prevention Regulations 11 Article 1(4)
	Based on the report of the HIC, the HPC to discuss evidence of the harassment and appropriate action to be taken. Reports the outcome of the investigation to the University President.	Harassment Prevention Regulations 11 Article 1(5)
Supervise the disciplinary action	The HPC supervises whether the director or the alleged harasser are disciplined appropriately, when the university president issued the disciplinary act in order to prevent and stop the harassment.	Harassment Prevention Regulations 11 Article 1(6)
Emergency correspondence	In case of emergency, the HPC orders the alleged harasser to stop the harassment, and the HPC directs the dean or the director to provide appropriate support toward the complainant. Such actions require the complainant's consent	Harassment Prevention Regulations 11 Article 1(7)
Regarding Retaliation	When the complainant receives any form of retaliation by the alleged harasser as a result of seeking help, the HPC examines the incident of retaliation and warns the alleged harasser. If necessary, the HPC requests the university president or the dean to provide appropriate support to the complainant.	Harassment Prevention Regulations 11 Article 1(8)
Explanation	If necessary, the HPC reports to the complainant the result of the outcome of investigation. The same procedure is conducted in the HIC.	Harassment Prevention Regulations 11 Article 1(9)

○Services of Harassment Investigation Committee (as individual case)

	Content	Acts
Investigation	An investigation will be undertaken by interviewing the complainant, the alleged harasser, and any individuals who provide relevant information. The investigation will be reported to the university president and the HPC.	Harassment Prevention Regulations 16 Article 1(1)
	If necessary, the relevant harassment issues are investigated under the complainant's consent.	Harassment Prevention Regulations 16 Article 1(2)
	Further investigation will be conducted upon the request of the University President.	Harassment Prevention Regulations 16 Article 1(3)

**University of the Ryukyus Harassment Counseling Support Center**  
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