

University of Tokyo Graduate School of Economics Measures for Preventing Research Misconduct

Approved by Faculty Meeting
on March 4, 2015

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on February 3, 2016

In accord with the “Code of Conduct for Research, the University of Tokyo,” the Graduate School of Economics (GSE) at the University of Tokyo (UTokyo) has implemented the following measures to ensure that all GSE-affiliated researchers, as members of the scientific community, willingly guarantee the transparency and accountability of their research activities.

I. Thorough Training in Research Ethics

1. In a manner appropriate to the nature of each learning environment, departments provide guidance to educate all undergraduate and graduate students about preventing research misconduct and adhering to research ethics.
2. All faculty affirm that establishing research ethics is the basis of specialized education, and in their classes they strive to teach students to adhere to the codes of conduct concerning research and the presentation of research findings. When acts of research misconduct such as a plagiarized report are found, they are handled strictly.
3. In accord with guidelines established at GSE and across UTokyo, doctoral dissertations are scanned by plagiarism-detection software.
4. In addition to providing training in research ethics for newly hired faculty, including project faculty, research ethicists regularly raise awareness about ethics compliance among all the faculty.

II. Preservation and Disclosure of Data

Materials and data used in research are preserved and disclosed in keeping with the guidelines below to enable the scientific community to appropriately review and criticize published research findings.

1. GSE-affiliated researchers (including graduate students, here and below) must preserve materials, data, and computer programs used to produce published research findings for at least ten years. At the time of preservation, researchers are required to provide a clear explanation of those materials, data, and computer programs to ensure that analytical findings can be replicated.
2. Materials, data, and computer programs are preserved in the following formats, depending on the type of resource being preserved:

- (1) Experiential data (e.g., the results of a survey) are preserved in their raw or digitized form. If there is so much raw data that there is no space in which to store it, records of the data's contents will suffice.
 - (2) In the case of bibliographic sources, a bibliography of all sources providing the foundation of published research findings must be preserved. If the research findings include detailed footnotes regarding bibliographic sources, those notes may substitute for a bibliography.
 - (3) Originals or digitized copies must be preserved for images, audio, and video data.
 - (4) If data is stored on an external server and was not downloaded when it was accessed, the researcher must provide the server's URL and the access date and time.
3. Materials and data are to be made available in the following ways:
- (1) When other researchers seeking to verify research findings request information about materials or data stored on external servers or in institutions such as a library or an archive, researchers must be able to promptly divulge the location of those materials.
 - (2) When other researchers seeking to verify research findings request information about materials or data in a researcher's personal possession, those materials are to be made available unless there are special extenuating circumstances: for example, when research based on those materials or data is still underway; when disclosing that information would interfere with research; or when disclosing the information might have a harmful effect on a third party. Researchers must also be prepared to promptly submit their materials when requested by an investigative committee convened by the University of Tokyo or another institution on suspicion of research misconduct.
4. Research ethicists regularly raise awareness among all GSE-affiliated researchers about complying with the aforementioned procedures for preserving materials and data. When they deem it necessary, they can also request information about the location of materials and data, or request researchers to submit materials and data in their personal possession.