**○Report of disclosure of financial interests related to institutional conflict of interest**

Attached Form 1 (Article 4 related)

Date: (month) (day), (year)

To the University President

(Affiliation)

(Title)

(Name)

I am reporting the following as stipulated by Article 4 of the Institutional Conflict of Interest Policy of the University of Tsukuba.

1. Covered Period: (month) (day), (year) – (month) (day), (year)

2. Details of individual financial interests related to industry-university collaborative activities (including spouse and up to second-degree relatives who share the same livelihood)

|  |  |
| --- | --- |
| Name and address of a company etc. | Application by a company etc. (Add a circle to the left of applicable items.) |
|  |  | 1. Transfer of the research results held by the national university corporation the University of Tsukuba, hereinafter referred to as “the University of Tsukuba”
 |
|  | b. Commissioned research |
|  | c. Joint research |
|  | d. Academic guidance |
|  | e. Special joint research project |
|  | f. Making donations etc. to the University of Tsukuba |
|  | g. Provision of goods or services to the University of Tsukuba |
|  | h. Investment or with personnel and technical consultation assisted by the University of Tsukuba |
|  | i. Others (to specify) |
| Type of financial interests (Add a circle to the left of applicable items. See Notes 4.) | Amount (monetary amount, number of stocks, etc., held) |
|  | Due to side business at an outside company |  (yen) |
|  | Details (may be attached separately) |  |
|  | Due to licensing fee from or disposal of research results |  (yen) |
|  | Details (may be attached separately) |  |
|  | Payment of all or part of salary | (yen) |
|  | Details (may be attached separately) |  |
|  | Stock holdings etc. |  |
|  | Others | To specify |

Notes:

1. Fill out one sheet for each company etc.

2. There is no need to file a declaration if “a company etc.” is a public institution other than a company (e.g. the national or a local government, a university, an independent administrative agency, etc.).

3. “Donations etc.” refers to monetary donations; research subsidies; donation of facilities, equipment or other items; free provision of services etc. (University of Tsukuba Donation Rules (Rule 32 of the 2006 University Rules)). It does not include items given by individuals.

4. For “Application by a company etc.” attach the related contracts, such as a joint research contract etc.

5. “Financial interests” must be included on this form, only if the total individual interests (side business payment, licensing fee, payment of all or part of salary) received from a single entity, such as a company, amount to 1 million yen or more. (As for the amount for the current fiscal year, those include only amounts paid, and do not include expected future payments.) Report amounts for the past three years, including current fiscal year. If amounts are for multiple years, attach number so that amounts and details can be checked.

6. “Financial interests” must be included on this form, even if they are received by a faculty or other staff’s spouse and up to second-degree relatives with a common livelihood. In that case, in the “Amount” section of the form, write the corresponding monetary amount, number of stocks, etc., by noting in parenthesis (x yen for spouse and up to second-degree relatives with a common livelihood) or (x stocks for spouse and up to second-degree relatives with a common livelihood).

7. Interests “due to side business at an outside company” include manuscript or lecture fee, but exclude honoraria for medical service or academic education. And as for the details for this, a copy of the Notification of Concurrent Posts submitted to the University may be attached (for short-term concurrent posts, a copy of the request etc., submitted may also be attached.) If there is a difference in the reported compensation and actual compensation, revise the amount to reflect the actual compensation and submit.

8. Interests “due to licensing fee from or disposal of research results” do not include the compensation paid by the University of Tsukuba in accordance with the stipulations of Article 10, University of Tsukuba Work Invention Rules (2004 University Rule No. 5).

9. “Payment of all or part of salary” must be included on this form when all or part of that is funded by a company etc. though that is paid by University of Tsukuba as in the case of externally funded employee or employment by cross appointment system (including the case of being paid directly by a company etc. through cross appointment system), and also his or her spouse or up to second-degree relatives with a common livelihood are employed by the company. In the case of spouse and up to second-degree relatives with a common livelihood, they should be written in parentheses as in Note 6 above.

10. “Stocks holdings etc.” includes both unlisted stocks and publicly traded stocks. For unlisted stocks, this applies to any stock held; for listed stocks, this applies if 5% or more of issued stocks are held. This also includes stock acquisition rights and equity in equity method companies, including limited liability companies, general partnerships, and limited partnerships. When filling in the monetary amount etc., note the type; for stocks or stock acquisition rights, number of stocks; for the equity stake in limited liability companies etc., the monetary amount.