

# **Operational Rules for Research Projects of the Research Institute for Humanity and Nature**

Enacted on December 20, 2010

## **Article 1. Purpose**

These operational rules stipulate necessary matters associated with the implementation of research projects by the Research Institute for Humanity and Nature (hereinafter, "RIHN") in accordance with the provisions of Article 8 of the Rules for Research Projects of the Research Institute for Humanity and Nature (enacted on December 20, 2010, hereinafter, the "Rules").

## **Article 2. Definitions**

In these operational rules, the following terms have the following meanings:

1. "Initiative-based Projects" (hereinafter, "Initiative Projects") mean research projects that are implemented in accordance with the procedures provided in the subsequent article.
2. "Domain-based Projects (hereinafter, "Domain Projects") mean research projects that are implemented in accordance with the procedures provided in Article 4 hereof.
3. "Initiative FS" means Feasibility Studies (hereinafter, "FS") that the Core Research Hub (hereinafter, the "Hub") implements in accordance with the procedures provided in the subsequent article to upgrade the research proposal to Full Research (hereinafter, "FR").
4. "Domain FS" means FS that have been upgraded from Incubation Studies (hereinafter, "IS") proposed by researchers within or outside of RIHN, adopted by RIHN, and implemented in accordance with the procedures provided in Article 4 hereof, to promote the research proposal to FR. The "FS" provided in Paragraph 2, Article 2 of the Rules collectively means Initiative FS and Domain FS.
5. Completed Research (hereinafter, "CR") means research projects that have been completed.

## **Article 3. Launch of Initiative Projects**

1. The Executive Board adopts research projects proposed by the Hub as Initiative FS after a public hearing and a review by the Project Review Task Committee (hereinafter, the "PRT").
2. The duration of Initiative FS shall be either six or twelve months in principle.
3. Upgrading of the status of Initiative FS to Initiative Projects shall be determined by the Board of Advisors after deliberation of the Executive Board based on the results of evaluation made by the Project Evaluation Committee (hereinafter, the "PEC").
4. Decisions as to which Initiative FS should be referred to the PEC shall be made by the Executive Board after a public hearing and a review by the PRT.
5. Should Initiative FS be approved for upgrade of its status to Initiative Projects as a result

of the procedures provided in Paragraph 3 above but be unable to start at the beginning of the following fiscal year, the status as Initiative FS shall be retained until such Initiative Projects commence.

6. Should upgrading of the status of Initiative FS to Initiative Projects not be approved as a result of the procedures provided in Paragraph 3 above, the Executive Board shall decide whether or not to continue such Initiative FS.

7. The Board of Advisors shall decide on the project duration of Initiative Projects after deliberation of the Executive Board.

8. The Executive Board shall deliberate and decide on the allocation of research funds to Initiative FS and Initiative Projects.

#### **Article 4. Launch of Domain Projects**

1. Applications for IS are invited from both within and outside of RIHN. The Executive Board shall decide on adoption of the proposal after the screening of documents, a public hearing, and a review by the PRT.

2. The RIHN Director-General shall decide on the procedures of public invitation of IS after deliberation of the Executive Board.

3. The duration for IS shall be either six or twelve months.

4. Upgrading of the status of IS to Domain FS shall be determined by the Executive Board after the PRT review.

5. The Executive Board may adopt Domain FS research plans if recommended as an exception by the Center for Coordination, Promotion and Communication after a public hearing and a review of the PRT.

6. The duration of Domain FS shall be either six or twelve months in principle.

7. Upgrading of the status of Domain FS to Domain Projects shall be determined by the Board of Advisors after deliberation of the Executive Board based on the results of PEC evaluation.

8. Decisions as to which Domain FS should be referred to the PEC shall be made by the Executive Board after a public hearing and a review by the PRT.

9. Domain FS which have not been referred to the PEC according to the procedures provided in the preceding Paragraph may continue in the subsequent fiscal year as Domain FS following a review of the PRT.

10. Should Domain FS be approved for upgrade of status to Domain Projects as a result of the procedures provided in Paragraph 7 above but be unable to start at the beginning of the following fiscal year, its status as Domain FS shall be retained until such Domain Projects commence.

11. Domain FS for which upgrade of status to Domain Projects has not been approved as a result of the procedures provided in Paragraph 7 above may continue as Domain FS for the

subsequent fiscal year only if a relevant FS Manager desires so.

12. The Board of Advisors shall decide on the project duration of Domain Projects after deliberation of the Executive Board.

13. The Executive Board shall deliberate and decide on the allocation of research funds to IS, Domain FS, and Domain Projects.

#### **Article 5. Research Project Members**

Research project members (hereinafter, the “Members”) shall be elected by the Project Leader and must satisfy one of the following qualifications:

- a. Researchers affiliated with universities or other research institutes
- b. Graduate students
- c. Others, whose qualifications are acknowledged by the Program Director as being equivalent to those above to promote research

2. The RIHN Director-General appoints the members elected as per the preceding paragraph to be collaborative researchers as defined in the National Institutes for the Humanities Joint Researchers Regulations.

#### **Article 6. Core Members**

Core members of research projects shall satisfy one of the following qualifications.

- a. Full-time research and education staff, part-time researchers, visiting researchers, visiting professors, and visiting associate professors at RIHN
- b. Researchers affiliated with universities or research institutes outside of RIHN

#### **Article 7. Evaluation of Research Projects**

1. The PEC shall perform evaluation of research projects at the timing provided in Paragraphs 2-5 below.

2. For Pre-Research (hereinafter, “PR”), a report shall be made to the PEC of the fiscal year of its implementation so as to solicit comments.

3. For Full Research (hereinafter, “FR”) (except those for which a three-year project duration is assigned), an interim report shall be made to the PEC of the second year of its implementation to seek evaluation.

4. For FR, a report shall be made to the PEC of the fiscal year one year prior to its completion to seek evaluation.

5. For FR, a final report shall be made to the PEC of the fiscal year of its completion to seek evaluation.

6. The PEC shall announce the results of its evaluation via printed matter, electronic data, RIHN’s web site, or other media.

**Article 8. Evaluation of CR**

CR shall be subject to RIHN's post-evaluation by the PRT in the fiscal year two years after FR has been completed.

**Supplementary Clauses**

These rules were enacted on December 20, 2010.