

Reporting Form

Date

To: Saga University Reception Desk

Address:

Name:

Contact information: telephone number

E-mail:

As described below, I wish to carry out reporting based on Article 10 of the “Regulations on the Promotion of Research Integrity at Saga University” (enacted February 27, 2015) as I consider there to have been misconduct or suspect misconduct.

1. The name of the researcher or name of the group suspected of the misconduct (name, affiliation, job title, etc.)

2. The form of the alleged misconduct and the details of the relevant matter, etc.

(1) The type of alleged misconduct (forgery, falsification, plagiarism, or other misconduct)

(2) The details of the alleged misconduct

(3) The time (*month date, year*) and place that the alleged misconduct occurred

3. A scientific and rational reason for why it should be deemed misconduct (evidence materials, etc.)

4. Related public funds, etc. (name of the allocation organization, name of the fund, title, number, etc.)

5. Other relevant information

*Important points for completing the form

1 Reporting may be carried out in writing; by telephone, fax, or e-mail; or in person.

2 In principle, the reporter shall be required to provide his/her name when reporting.

Anonymous reporting shall only be accepted when there are reasonable grounds, evidence, etc., to judge that the relevant reporting is reliable.

3 Reporting must present the following items.

(1) Name of the researcher(s) or the name of the group whom you consider to have carried out the misconduct

(2) The form of the alleged misconduct and the details of the relevant matter, etc.

(3) A scientific and rational reason for why it should be deemed misconduct

4 The reporter may be requested to cooperate in the investigation.

5 If the investigation finds that the reporting was malicious reporting (note), the reporter's name may be published, disciplinary action taken, and criminal proceedings initiated.

(Note) Malicious reporting: Reporting solely with the objective of causing harm to the

person being reported on or causing disadvantage to the institution or organization that he/she belongs to by entrapping him/her/it or interfering with the person's research, etc.