

国立大学法人東海国立大学機構 情報セキュリティポリシー
National University Corporation Tokai National Higher Education and Research System
Information Security Policy

令和2年4月1日 役員会決定

Approved by the Board of Trustees, April 1, 2020

(前文)

(Preamble)

国立大学法人東海国立大学機構（以下「機構」という。）は、機構が設置する国立大学（以下「大学」という。）それぞれの強みや特色を明確にした研究力の強化、大学間の相互補完などによる教育力の強化、及びそれらの社会への還元を目的として設置された。

The National University Corporation Tokai National Higher Education and Research System (hereinafter referred to as “THERS”) was established with a goal of strengthening the research capability which distinguishes the strengths and characteristics of the national universities (hereinafter referred to as “University(ies)”) established by THERS, strengthening the educational capability by means such as mutual complementation between Universities, and returning them to society.

機構において、大学経営上の資源を相互利用しつつ、経営の高度化、教育研究環境の整備、教育の共同実施、施設・大型機器マネジメントの共同化、産業界との対話・窓口の拡充及び連携強化、産学連携マネジメントの共有化などを進め、機構の使命と役割を果たすには、機構が保有する情報やシステム、データ、コンテンツ等（以下「情報資産」という。）の利活用は必要不可欠な要素である。機構は、情報資産の重要度に応じた情報の機密性、完全性、可用性の確保を目的とし、国立大学法人東海国立大学機構情報セキュリティポリシー（以下「ポリシー」という。）を定める。

Making good use of the information, system, data, contents, etc. (hereinafter referred to as “information assets”) possessed by THERS is an essential element. in order to fulfill the missions and duties of THERS. This is done through accelerating sophistication of management, improving the educational and research environment, joint implementation of education, joint management of facilities and heavy equipment, expanding our dialogue with and our window to industry, as well as strengthening cooperation with it, and the joint management of industry-academia collaborations in THERS. THERS shall prescribe the National University Corporation Tokai National Higher Education and Research System Information Security Policy (hereinafter referred to as “Policy”)

for the purpose of ensuring the confidentiality, integrity and availability of information based on the importance of the information assets.

I. 基本方針

1. Basic Policy

(基本姿勢)

(Basic Position)

第 1 条 機構は「世界屈指の研究機能・世界水準の高等教育機能」と「東海地域の持続的発展に貢献する機能」を強化し、大学・産業界・地域の発展の好循環モデルを創出するために、機構長のリーダーシップの下、安心・安全な情報環境とそれを支える組織を整え、これを維持し、学術の府としての社会的責任を果たす。

Article 1. THERS shall, under the leadership of the Chancellor, establish and maintain a secure and safe information environment and an organization to support it, and fulfill its social responsibility as a base for academia, for the purpose of strengthening its “function of world-leading research and function of world-standard higher education” and “function to contribute to the continued development of the Tokai region”, and create a virtuous cycle model for the University-industry-regional development.

2 機構は、情報セキュリティインシデントを未然に防止し、教育研究及び付随業務の円滑な遂行が可能な情報基盤の確立を目指す。

(2) THERS aims to establish an information infrastructure which prevents information security incidents and allows for the smooth execution of education, research and any auxiliary work.

3 機構は、情報セキュリティインシデントが発生した場合には、その被害の最小化と迅速な復旧、再発防止に努める。

(3) In the case of an information security incident, THERS shall put forth its best efforts to minimize any damages, recover from it quickly, and prevent recurrences.

4 機構は、情報セキュリティにおける役割と責任を明確にし、情報セキュリティマネジメントシステムによる、情報基盤の継続的な改善に努める。

(4) THERS shall clarify its role and position within information security and put forth its best efforts towards continuous improvement of the information infrastructure through an information security management system.

(法令等の遵守)

(Observance of Legislations, etc.)

第 2 条 機構は、社会倫理の尊重、著作権保護、知的財産権保護、個人情報保護、情報セキュリティインシデント発生防止等において法令遵守を通して、安全・安心と信頼に応える情報セキュリティ環境を構築・運用する。

Article 2. THERS shall establish and manage a safe, secure, and trustworthy information security environment through legal compliance in respecting social ethics, copyright protection, intellectual property rights protection, protection of personal information and the prevention of information security incidents.

2 機構が保有する情報資産の取り扱いに関しては、関連する法令や規制等を遵守するとともに、別途定める「東海国立大学機構情報格付け基準」を遵守する。

(2) Regarding the handling of information assets possessed by THERS, related laws and rules, as well as the separately prescribed “Tokai National Higher Education and Research System Information Rating Standards”, must be observed.

(適用範囲)

(Applicable Range)

第3条 ポリシーの適用範囲は以下の各号に定めるとおりとする、

Article 3. The applicable range of this Policy shall be as prescribed in the following items,

(1) 適用対象資産

(i) Applicable assets

機構が保有するすべての情報資産とする。

All information assets possessed by THERS.

(2) 適用対象者

(ii) Applicable persons

機構の構成員（機構及び大学に所属するすべての構成員）、及び機構の教育研究活動及びに関わるすべての関係者（外部委託業者、共同研究者、来学者等）とする。

THERS members (all members affiliated with THERS and its Universities), and all related persons involved with educational and research activities as well as business activities by THERS (outsourcing contractors, joint researchers, visitors, etc.).

(適用対象者の義務)

(Obligations of Applicable Persons)

第4条 適用対象者はポリシーに基づく他、機構及び各大学において別途定める情報セキュリティ関連規程を遵守しなければならない。

Article 4. Applicable persons must, in addition to acting based on this Policy, observe the information security related rules separately prescribed by THERS and its Universities.

II. 情報セキュリティ体制

2. Information Security System

(セキュリティ組織の設置)

(Establishment of a Security Organization)

第 5 条 機構は、機構の情報セキュリティの確保及び向上を行うため、情報セキュリティ組織を設置する。

Article 5. THERS shall establish an information security organization to ensure and improve its information security.

(機構 CISO・機構副 CISO)

(THERS CISO, THERS Vice CISO)

第 6 条 機構は、最高情報セキュリティ責任者（以下「機構 CISO」という）を置く。

Article 6. THERS shall appoint a Chief Information Security Officer (hereinafter referred to as “THERS CISO”).

2 機構 CISO は、機構全体における情報セキュリティに関する責任を負う。

(2) The THERS CISO shall take responsibility for information security throughout THERS.

3 機構は、機構副 CISO を置くことができる。

(3) THERS may appoint a THERS Vice CISO.

(機構情報セキュリティ室)

(THERS Information Security Office)

第 7 条 機構は、機構情報セキュリティ室を置く。

Article 7. THERS shall establish a THERS Information Security Office.

2 機構情報セキュリティ室の組織及び運営に関し必要な事項は、別に定める。

(2) Items required involving the organization and management of the THERS Information Security Office shall be prescribed separately.

III. その他

3. Other

(例外措置)

(Exceptional Measures)

第 8 条 ポリシーを含む機構の情報セキュリティ関連規程の適用が、機構の教育研究活動および事業活動における適正な遂行を著しく妨げる等の理由により、当該規程の定めとは異なる代替方法を採用すること、又は、同規程を適用しないことが相当であると機構情報連携統括本部会議において認められる場合は、別途定める例外措置に基づき対応することができるものとする。

Article 8. In cases where a THERS Information & Communications Meeting finds it reasonable to adopt alternative measures different from what is prescribed in THERS' information security

related rules including this Policy, or not to apply these rules, due to reasons such as appropriate execution of THERS' educational and research activities and business activities being significantly hindered by the application of these rules, separately prescribed measures may be taken as an exception.

(雑則)

(Miscellaneous Provisions)

第 9 条 ポリシーに定めのない事項で、機構情報連携統括本部会議が必要と認める場合は、機構情報連携統括本部会議の審議に基づき定めることができるものとする。

Article 9. Other matters that are not prescribed by this Policy, may be prescribed based on the deliberations by the THERS Information & Communications Meeting when it is deemed necessary by the THERS Information & Communications Meeting.

附則

Supplementary Provisions

本ポリシーは、令和 2 年 4 月 1 日より施行する。

This Policy shall come into effect on April 1, 2020.

Pledge of Compliance with Nagoya University Information Security Policy

If you agree to all the notice in the Information Security Policy Compliance Pledge below, we ask you to sign the signature line below.

In 2020 (Reiwa 2), the national university corporation Gifu University and the national university corporation Nagoya University were integrated in order to drastically strengthen the education and research functions for the future and further contribute to the sustainable development of the Tokai region, and Tokai National Higher Education and Research System was established. Nagoya University is one of the Tokai National Higher Education Organizations.

As a member of the academic community of Nagoya University, I will carefully read the following three documents and hereby pledge to comply with the rules, regulations and guidelines specified therein.

a. Tokai National Higher Education and Research System Information Security Policy(*1)

b. Nagoya University Information Security Policy(*2)

c. Nagoya University Information Security Guidelines(*3)

Examinee number	Not Required
Date:	
School / Graduate School:	NUPACE
Department:	NUPACE
Name:	
Signature:	

Notice:

- (1) Nagoya University members who violate the *Tokai National Higher Education and Research System Information Security Policy*, the *Nagoya University Information Security Policy*, and/or the *Nagoya University Information Security Guidelines* may be subject to disciplinary action according to the Nagoya University General Rules, the Nagoya University Student Discipline Rules, etc.
 - (2) If you download a copyrighted work (music, video, comic, book, paper, computer program) while knowing that it is illegal delivery even for private use, you may be subject to damages and punishment (Imprisonment for up to 2 years, a fine of up to 2 million yen, or both).
 - (3) Nagoya University prohibits the use of file sharing software such as Winny, WinMX, Share, Gnutella (Cabos, LimeWire, Shareaza, etc.) and Xunlei.
※If the use of said software is required for education or research purposes, prior approval by the Information and Communications Headquarters is mandatory.
 - (4) Nagoya University's Information services will be available if you take and pass the "Information Security Training for New Students" (* 4) by e-Learning. Until you pass, you will not be able to use the "Nagoya University Portal", "Information Media Studies System", "Nagoya University Mail", and "Wireless LAN (NUWNET)".
 - (5) Please submit your pledge after signing either the English version or the Japanese version (reverse side) of the pledge.
- (*1) Refer to the following URL for the *Tokai National Higher Education and Research System Information Security Policy*.
https://www.icts.nagoya-u.ac.jp/nu-only/en/security/THERS_security-policy_en.pdf
- (*2) Refer to the following URL for the *Nagoya University Information Security Policy*.
<https://www.icts.nagoya-u.ac.jp/en/security/policy.html>
- (*3) Refer to the following URL for the *Nagoya University Information Security Guidelines*.
<https://www.icts.nagoya-u.ac.jp/en/security/guideline.html>
- (*4) Refer to the following URL for the "Information Security Training for New Students" through e-Learning (NUCT).
<https://www.icts.nagoya-u.ac.jp/en/security/training.html>