Japanese Society of Lifestyle Medicine (JSLM)
Code of Conduct for Members and Officers

Preamble

The Japanese Society of Lifestyle Medicine (hereinafter "the Society") is an academic organization whose purposes are to disseminate and advance evidence-based lifestyle medicine, to promote interprofessional and interdisciplinary collaboration in practice, education, and research, and to contribute to the health promotion of the public.

For the Society to remain an organization trusted by society at large and by the academic community in Japan and abroad, all Officers and Members are expected to act with a high standard of ethics, and with integrity, transparency, accountability, and mutual respect.

This Code establishes the standards of conduct to be observed by all Officers and Members of the Society, in accordance with the intent of Articles 4, 7, 13, 17, 38, 41, 43, and 49 of the Bylaws of the Society.

Chapter 1. General Provisions

Article 1 (Purpose)

The purpose of this Code is to establish the ethical responsibilities and standards of conduct to be observed by the Officers and Members of the Society, and thereby to ensure psychological safety, academic integrity, transparency, and sound governance.

Article 2 (Scope of Application)

1. This Code applies to all Members of the Society.

2. Directors, Auditors, committee members, and persons holding other offices shall, in addition to the standards required of general members, act in an exemplary manner and fulfill their accountability.

3. This Code applies not only to in-person activities but also to email, mailing lists, online meetings, social media, chat tools, and other online communications related to the activities of the Society.

Chapter 2. Standards of Professional Conduct

Article 3 (Integrity, Objectivity, and Mutual Respect)

1. Members shall maintain integrity, objectivity, and professionalism in the activities of the Society.

2. Even where disagreement arises, discussion shall be conducted in an academic and constructive manner; personal attacks, intimidation, harassment, and similar acts are prohibited.

3. Defamation not based on fact, libel, unjustified accusation, and any act that damages the credibility of

the organization are prohibited.

4. When raising an issue or filing an objection, Members shall, as a general rule, use the established procedures and appropriate internal channels. This shall not apply where there are reasonable grounds indicating that resolution through internal procedures is difficult.

Article 4 (Respect for Diversity)

1. The Society is an academic organization founded on interprofessional and interdisciplinary collaboration.

2. Members shall not discriminate against, or treat disadvantageously, any person on the basis of profession, educational background, affiliation, age, sex or gender, nationality, or any other attribute.

3. Members shall respect differing areas of expertise and diverse opinions.

Article 5 (Psychological Safety and Protection of Early-Career Members)

1. Members have the right to engage in the activities of the Society in an environment protected from harassment, discrimination, and abuse of authority.

2. Officers and senior members shall endeavor to maintain an environment in which early-career members and new members can participate with confidence.

3. Officers and Members shall not use their position to exert psychological pressure on others, to intimidate them, or to obstruct their activities.

Article 5-2 (Prohibition of Abuse of Authority)

Officers and Members shall not use their office, authority, or influence to confer improper benefits on, impose disadvantageous treatment on, intimidate, exclude, or otherwise exert inappropriate influence over any individual or organization.

Article 5-3 (Impartiality and Independence in the Performance of Duties)

Officers shall maintain impartiality and independence in the performance of their duties.

Chapter 3. Academic Integrity and Governance

Article 6 (Respect for the Independence and Autonomy of Research)

1. Officers and Members shall respect the independence and autonomy of research, surveys, educational projects, and similar activities led by other universities, research institutions, government agencies, or other external organizations.

2. Officers and Members shall not improperly demand disclosure of unpublished data, research materials, transcripts, coding results, or other confidential information relating to research in which they are not formally involved.

3. Officers and Members shall respect ethics review (IRB) requirements, non-disclosure agreements (NDAs), collaborative research agreements, and other legal and ethical obligations.

4. Excluding a particular Member or researcher from meetings, deliberations, information sharing, or decision-making processes without legitimate grounds is not permitted, except where there are legitimate grounds such as conflicts of interest, confidentiality obligations, investigative procedures, or personnel matters.

Article 7 (Duty to Declare Conflicts of Interest, Transparency, and Audit)

1. Directors, Auditors, and specialist committee members (hereinafter in this Article "Officers and Committee Members") shall declare their conflicts of interest (COI) in the form prescribed by the Board of Directors upon taking office and annually thereafter.

2. The annual declaration shall be filed within three months of the beginning of the relevant fiscal year, and shall be filed even where no declarable matter exists, stating that this is the case.

3. Declarations shall cover the declarant, together with any spouse and first-degree relatives sharing the same household, where any of the following relationships arose during the preceding year:

   (1) Remuneration as an officer, adviser, or similar of a company or organization: JPY 1,000,000 or more per year from any single entity;

   (2) Equity holdings: annual profit of JPY 1,000,000 or more from any single company, or holdings of 5% or more of the total shares of that company;

   (3) Patent royalties: JPY 1,000,000 or more per year for any single patent;

   (4) Lecture fees and similar payments: JPY 500,000 or more per year from any single entity;

   (5) Manuscript fees and similar payments: JPY 500,000 or more per year from any single entity;

   (6) Contract research funding or collaborative research funding: JPY 1,000,000 or more per year from any single entity;

   (7) Scholarship (incentive) donations: JPY 1,000,000 or more per year from any single entity;

   (8) Affiliation with an endowed chair or endowed department;

   (9) Travel expenses, gifts, and other benefits: JPY 50,000 or more per year from any single entity.

4. Even where a relationship falls below the thresholds set out in the preceding paragraph, nothing shall preclude the declaration of any financial or non-financial relationship that may reasonably be considered to affect the fairness of the activities of the Society.

5. Where any declared matter changes, a supplementary declaration shall be filed without delay.

6. Officers and Committee Members shall disclose in advance any conflict of interest they have in relation

to an agenda item. The Board of Directors shall determine how the person concerned is to be treated in the deliberation and voting on that item, provided that where the Bylaws provide otherwise, the Bylaws shall prevail.

7. The disclosure and the determination of the Board of Directors under the preceding paragraph shall be recorded in the minutes.

8. Relevant conflicts of interest shall be disclosed in presentations at scientific meetings, in submissions to the journal of the Society, and in other activities conducted in the name of the Society.

9. The Auditors shall annually audit the submission and content of COI declarations and shall report the results to the Board of Directors, provided that the declarations of the Auditors themselves shall be reviewed by the President and by the other Auditors.

10. Where the Auditors deem it necessary, they may request an explanation from the person concerned or recommend corrective measures to the Board of Directors.

11. Where a person fails to file a declaration without legitimate grounds, or files a false declaration, the Board of Directors may consider the measures set out in Article 9.

12. Declarations shall be managed by the Secretariat and shall not be used for any purpose other than that for which they were filed; they shall be retained for five years from the date of filing and managed in accordance with the laws and regulations on the protection of personal information.

13. The thresholds set out in paragraph 3 and other matters necessary for the operation of this Article may be prescribed by resolution of the Board of Directors.

Chapter 4. Reporting, Consultation, and Ethics Procedures

Article 8 (Reporting, Consultation, and the Ethics Committee)

1. The Society shall establish a confidential Consultation Service so that Members may seek consultation and make reports with confidence.

2. The Consultation Service shall be operated via the email address sodan@lifestylemedicinejapan.org.

3. All Members may seek consultation or make a report regarding conduct that may contravene this Code, conduct that appears inappropriate, concerns regarding the administration of the Society, or issues relating to psychological safety, and are not limited to cases in which they themselves have been harmed.

4. The Consultation Service is not a body that makes findings of fact or imposes disciplinary measures; it receives consultations and reports from Members, provides information to the Auditors or the Board of Directors as necessary, and serves as a channel through which appropriate responses may be considered.

5. The confidentiality of persons seeking consultation and of reporting persons shall be protected, and their personal information or the content of the consultation shall not be disclosed unnecessarily without their consent.

6. No disadvantageous treatment, retaliation, or discriminatory treatment shall be imposed on any person by reason of having sought consultation or made a report, whether in relation to committee appointments, research activities, presentation opportunities, participation in the activities of the Society, or otherwise.

7. A Member who becomes aware of conduct violating this Code, or who has been harmed themselves, may report to or consult the Consultation Service, the Auditors, or the President.

8. In matters in which the President is a party, the Auditors shall lead the procedure.

9. In matters in which a Director, Auditor, committee member, or other Officer is a party or an interested person, that person shall not participate in the investigation, deliberation, decision-making, or voting relating to the matter.

10. Likewise, in constituting the Ethics Committee, no person having a direct or indirect interest in the matter shall be appointed as a member of that committee.

11. In cases of serious reports, allegations concerning Officers, or other cases the Board of Directors deems necessary, the Board of Directors shall establish an Ethics Committee pursuant to Article 49 of the Bylaws.

12. The Ethics Committee shall consist of three or more Directors, Auditors, committee members, or external experts, excluding the parties to the matter and persons with a direct interest in it.

13. The Ethics Committee shall conduct an impartial and objective investigation, including fact-finding, and shall report its findings to the Board of Directors.

14. Persons subject to investigation shall be informed of the allegations against them and shall be guaranteed an opportunity to state their views and to present a defense.

15. The Ethics Committee may, as necessary, recommend to the Board of Directors a proposal for expulsion pursuant to Article 17 of the Bylaws or a proposal for removal of an Officer pursuant to Article 41 of the Bylaws.

Chapter 5. Measures for Violations

Article 9 (Measures)

1. Where a serious violation of this Code is confirmed, the Board of Directors may, taking into account the report of the Ethics Committee, take the following measures pursuant to Articles 17 and 41 of the Bylaws:

(1) Oral or written warning or guidance;

(2) Recommendation to resign from, or removal from, an office within the Society;

(3) Suspension of membership;

(4) Expulsion.

2. In determining whether a violation under the preceding paragraph is serious, comprehensive consideration shall be given to intent, continuity, the extent of harm, the impact on the administration of the Society, the possibility of remediation, and other relevant circumstances.

Supplementary Provisions

1. This Code shall take effect on the date of its approval by the Board of Directors.

2. This Code shall constitute the implementing rules under Article 26 of the Bylaws.

3. Matters not provided for in this Code shall be governed by the Bylaws and by resolutions of the Board of Directors.