

For contractors and others

Self-Defense Forces Personnel Ethics Act /
Self-Defense Forces Personnel Ethics Code

Self-Defense Forces personnel obey the rules prescribed in the Self-Defense Forces Personnel Ethics Act / Self-Defense Forces Personnel Ethics Code when executing their duties so as not to invite any suspicion or distrust from citizens.

You are, therefore, kindly requested to take these rules into consideration when associating with Self-Defense Forces personnel.

**We appreciate your understanding
and kind cooperation.**

<http://www.mod.go.jp/>

Ministry of Defense

Actions with Interested Parties

1 Gifts of Money, Goods, etc.

(1) Self-Defense Forces personnel are prohibited from receiving gifts of money, goods or real estate.

(including going-away and congratulatory gifts, funeral offerings and flowers).

(2) However the following are exceptions:

- (a) Receipt of commemorative items and advertising materials for wide and general distribution.
- (b) At the time of a wedding reception, the receipt of a wedding gift within the scope of ordinary social etiquette from an interested party who is in attendance based on a relationship with the parents or the spouse.
- (c) At the time of the funeral of a parent, the receipt of a funeral offering within the scope of ordinary social etiquette brought by an interested party based on the relationship with the deceased parent.
- (d) At the time of the funeral of a parent, the receipt of a funeral offering from an interested party with whom there is a private relationship (such as a relative, schooldays friend, etc.)*

* Only in cases where there are no problems regarding relationships with interested parties and the nature of the act, etc.

Relationships with classmates of the National Defense Academy and the National Defense Medical College are regarded as being in the course of duty, and not as private.

2 Entertainment such as Food and Drink

(1) Self Defense Forces personnel are prohibited from having food and drink at the expense of interested parties

(including entertainment such as golf and the theater).

(2) However, in the following cases personnel are permitted to have food and drink at the expense of interested parties:

- (a) At a stand-up party attended by numerous (around 20 or more) people.
(However, the following cases are not permitted as there is a risk of inviting the suspicion and distrust of citizens:
 - (i) A stand-up party where most attendees are Self Defense Forces personnel, and one interested party.
 - (ii) A stand-up party where the intent of the party is inappropriate.)
- (b) When food and drink are casual refreshments at a conference which personnel are in attendance as a duty.
- (c) At a public ceremony
(such as a dinner party for an international award event by an interested party).
- (d) With an interested party regarded as having a private relationship as mentioned in 1(2) (d).

From April 2005

When a Self-Defense Forces member pays for his/her own food and drink or when a third party who is not an interested party pays for it, he/she is permitted to have food and drink with an interested party. However, when expenses for the food and drink which a Self-Defense Forces member pays for are expected to exceed 10,000 yen, he/she must notify the Ethics Supervisory Officer in advance. When for some reason he/she does not provide notice in advance, he/she must notify the Ethics Supervisory Officer immediately afterward.

(However, payment of expenses by a third party who is not an interested party is not permitted in cases that involve an amount considered beyond the scope of normal social conventions.)

3 Provision of Services

- (1) Self-Defense Forces personnel are prohibited from receiving gratis services from an interested party.
- (2) However, in the following cases personnel are permitted to receive gratis services from an interested party:
 - (a) Use of a vehicle provided by an interested party when personnel visit in the course of duty, and there is a justifiable reason to use it (such as difficulty in getting a taxi or bus.)
 - (b) Use of a taxi when an interested party just happens to be going to the same destination as the Self-Defense Forces member or when it is clear that the Self-Defense Forces member is headed in the same direction as the interested party, and providing the ride involves no additional expense for the interested party.
 - (c) Receipt of gratis services from an interested party based on a private relationship as mentioned in 1(2)(d).

4 Golf / Travel

- (1) Self-Defense Forces personnel are prohibited from golfing, traveling or playing games (such as Mahjong) with an interested party even when Self-Defense Forces member pays his/her own expenses.
- (2) However in the following cases, Self-Defense Forces personnel may participate in the activities mentioned in (1) together with an interested party.
 - Golf
 - (a) When playing golf at a golf club, where Self-Defense Forces personnel are members of the golf club, and when, due to the golf club's assignment, personnel just happen to be grouped together with an interested party.
 - (b) When playing together with an interested party in a golf tournament (30-40 or more participants) of an association of people from, for example, the same prefecture or an OB association, the Self-Defense Forces personnel of which are members of the club.
 - (c) When playing golf with an interested party based on a private relationship as mentioned in 1(2)(d).
 - Travel
 - (a) Travel for official duties.
 - (b) When a Self-Defense Forces member just happens to be together with an interested party on a travel company tour.
 - (c) When traveling with an interested party based on a private relationship as mentioned in 1(2)(d).

5 Loans of Money, etc. / Transfer of Unlisted Securities

- (1) Self-Defense Forces personnel are prohibited from receiving loans of money, gratis loans of goods or real estate, and from receiving unlisted securities from an interested party.
- (2) However, the following cases are permitted:
 - (a) Borrowing money as a customer when a financial company is an interested party.
 - (b) Borrowing goods (stationery, etc.) when visiting an interested party in the course of duty.
 - (c) Receipt of loans of money and goods, etc. from an interested party based on a private relationship as mentioned in 1(2)(d).

6 Acts such as having a Third Party receive a Benefit

Self-Defense Forces personnel are prohibited from demanding that an interested party take any of the actions mentioned in the above noted 1 ~ 5 in a relation to a third party (neither can Self-Defense Forces personnel induce an interested party to provide commemorative items or advertising materials for wide and general distribution, or commemorative items, or food and drink at a stand-up party.)

- This is not prohibited when large-scale disaster breaks out, and an interested party provides supplies to a local government based on a request from an authority, because such a request is regarded as an official duty.

7 When giving a Lecture, etc.

When requested by an interested party to give a lecture, etc. and receive compensation, Self-Defense Forces personnel are permitted to give the lecture if so authorized by the Ethics Supervisory Officer.

- ☆ “Lecture, etc.” means a lecture, debate, conveying knowledge / guidance in a workshop / training program, writing, editing, compiling or appearing in a radio / television program.

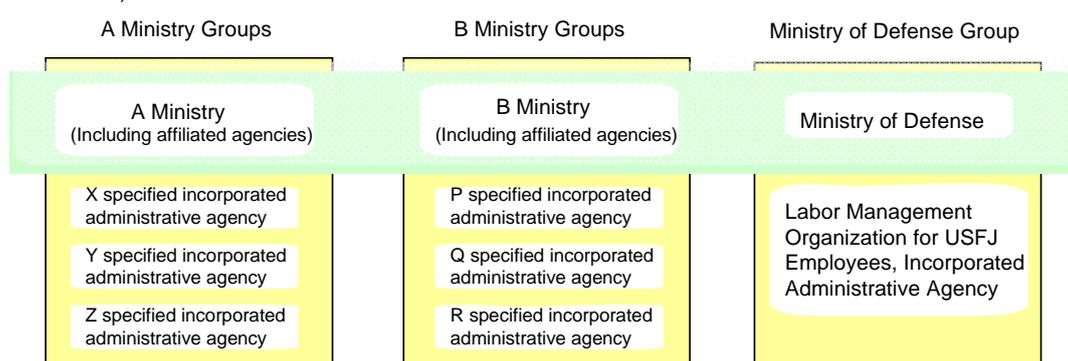
Actions involving disinterested parties

- 1 Self-Defense Forces personnel are prohibited from receiving entertainment or gifts of goods beyond the scope of normal social conventions.
- 2 Self-Defense Forces personnel are prohibited from forcing a person who will not be at the location to pay (i.e. getting a person to foot the bill) for their food and drink.

Editorial Fees

Self-Defense Forces personnel are prohibited from accepting any reward for the editing or compiling of books, etc. which the Government will purchase more than half of as a subsidy.

- ☆ “Books, etc.” includes printed materials such as books and magazines, etc. as well as video tapes, CDs DVDs, etc.



(1) Books, etc. prepared at the expense of the government or with a subsidy

If a subsidy, etc. is provided from within the Ministry of Defense group or from somewhere with a ministry group, Self-Defense Forces personnel cannot receive editorial fees, etc.

(2) Books, etc. of which a large portion are purchased by the government, etc.

When over half of the total number of prepared books, etc. are purchased within the Ministry of Defense group, Self-Defense Forces personnel cannot receive editorial fees, etc.

Interested Party

1 The following are regarded as interested parties in regard to SDF personnel:

- (a) A business operator, or the like, or any individual who has been granted a permit or approval for their business, is in the process of applying for a permit or approval, or who clearly intends to apply for a permit or approval.
- (b) A business operator, or the like, or any individual who has received a subsidy, is in the process of applying for a subsidy, or who clearly intends to apply for a subsidy.
- (c) A business operator, or the like, or any individual whom it is anticipated will be subject to an adverse disposition.
- (d) A business operator, or the like, or any individual to whom a request for feasant or nonfeasant has been made by an administrative body.
- (e) A business operator, or the like, or any individual who has concluded a contract, is applying for a contract, or who clearly intends to apply for a contract.

☆ “Business operator, or the like” means juridical persons and other organizations, and individuals doing business (limited to individuals in the case of their performing acts for the profit of a business).

2 A relation of interest continues for three years after a Self Defense Forces member is transferred from a post which involves a relation of interest with a business operator or an individual.

3 When a Self-Defense Forces member has influence over other Self Defense Forces personnel (for example, the influence that a human resources director has over other Self-Defense Force members), he is regarded to be an interested party in relation to other personnel, business operators and individuals.

(When Self Defense Forces personnel A has official influence over personnel B, and a business operator or individual has a relation of interest with personnel B, any business operator or individual who seeks access to personnel A in anticipation of personnel A’s influence over business with personnel B is regarded as an interested party in regard to personnel A.)