

## **1. Establishment of the Ethics System**

### **(1) Enactment of the Ethics Law and Formation of the Ethics Board**

Against the background of a series of serious misconducts involving senior officials and intense public criticism against them, the Ethics Law, which was submitted to the Diet by lawmakers was established unanimously by lawmakers on August 9, 1999.

The Ethics Law is aimed at ensuring the people’s confidence in the public service by preventing behavior that, might raise suspicion or distrust in the fairness of the duties performed by public services. The law stipulates ethical principles to be observed by public employees, enactment of a Cabinet Order (Ethics Code) that specifies matters needed to maintain the ethics of public employees, a reporting system on the receipt of gifts and other benefits, establishment of the Ethics Board, etc.

Upon enactment of the Ethics Law, the Ethics Board was set up on December 3, 1999, as an organization responsible for maintaining ethics related to the duties of public employees. The Ethics Law entered into force on April 1, 2000.

### **(2) Enactment and Revision of the Ethics Code**

#### **A. Enactment**

On February 4, 2000, the Ethics Board submitted the “Opinions on Enactment of the National Public Service Ethics Code” to the Cabinet. Based on this submission of opinions, the Cabinet decided to establish the Ethics Code on March 24, 2000.

The Ethics Code entered into force on April 1, 2000, in line with the full enforcement of the Ethics Law.

The Ethics Code is supposed to include matters to be observed by public employees regarding contact with parties having an interest in the duties of public employees and other matters to prevent behavior that might arouse public suspicion or distrust. Specifically, the Ethics Code clearly defines the scope of those who have an interest in the duties of public employees, including those who are granted permission or authorization or subsidies by the government. It sets regulations with respect to the prohibitions and restrictions on employees’ behavior that might arouse

public suspicion or distrust, such as receiving gifts or accepting hospitality from these interested parties.

### **B. Partial Amendment in 2005**

The Ethics Board was supposed to review the situation of enforcement of the Ethics Code from the perspective of maintaining ethics related to duties of public employees and express opinions to the Cabinet, if it recognizes the necessity to revise the Code, within five years from the date of enforcement.

Recognizing the necessity of taking measures for appropriate handling of acceptance of the compensation for the editorial supervision of books, prevention of organizational violation of the Ethics Code, simplification of standards, etc., the Ethics Board submitted the “Expression of Opinions on Partial Revision of the National Public Service Officials Ethics Code” to the Cabinet on February 8, 2005, the fifth year of the enforcement of the Code. In response to this, the Cabinet approved the “Cabinet Order for Partial Revision of the National Public Service Officials Ethics Code” on March 11, 2005. The Order entered into force on April 1, 2005.

### **(3) Establishment of Disciplinary Action Standards for Violation of the Ethics Law, etc.**

The Ethics Board requested the NPA to enact a Rule to establish standards for disciplinary actions to be taken for violation of the Ethics Law or Orders based on the Law (including instructions, hereinafter referred to as “the Ethics Law, etc.”). The NPA, in response, established the NPA Rule 22-1 (Standards of Disciplinary Actions Taken for Violation of the Ethics Law or Orders based on the Law) on March 31, 2000. The Rule entered into force on April 1, 2000.

### **(4) Establishment of Procedures for Investigations and Disciplinary Actions for Violation of the Ethics Law, etc.**

The Ethics Board requested the NPA to establish a rule that stipulates details of the investigations and disciplinary procedures related to violations of the Ethics Law, etc. The NPA, in response, established the NPA Rule 22-2 (Procedures for Investigations and Disciplinary Actions related to Violation of the Ethics Law or Orders based on the Law) on March 31, 2000. The Rule took effect on April 1, 2000.

## **(5) Establishment of Instructions at the Cabinet Office, each Ministry, etc.**

The Cabinet Office, each Ministry, etc., is allowed to establish instructions, etc., concerning ethics related to the duties of its employees with the approval of the Ethics Board.

In response to a proposals made by the Cabinet Office and Ministries, etc., the Ethics Board agreed to establish instructions, etc., that excludes from the range of the interested parties those with only potential interest in the duties of public employees and those connected to duties with little discretion for public employees.

## **2. Efforts to Ensure Appropriate Operation of the Ethics System**

### **(1) Issuance of a Notice Requiring Improvement of Systems to Maintain Ethics**

#### **A. Comprehensive Approval of Ethics Supervisory Officer on Lectures, etc.**

In April 2002, the Ethics Board issued a notice to the Cabinet Office, each Ministry, etc., on the approval of Ethics Supervisory Officers for employees' paid lectures, etc., given upon request of interest parties. The notice stated, "It is appropriate to develop a comprehensive approval system where paid lectures, etc., the compensation is within a specified range are handled as approved by the Ethics Supervisory Officer if the Ethics Supervisory Officer determines that there is no problem."

#### **B. Establishment of the Internal Reporting System**

In March 2005, the Ethics Board issued a notice to the Cabinet Office, each Ministry, etc., requesting to establish a system for employees to provide information on violations of the Ethics Law, etc., (the internal reporting system) to maintain ethics related to the duties of their employees. The Board also indicated points to note in establishing the system. Subsequently, the Board conducted a survey or establishment of the system at the Cabinet Office and Ministry, etc. Based on the survey results, the Board further issued a notice to the Cabinet Office, each Ministry, etc., in July 2006 regarding matters to be further developed such as an anonymous reporting system to let employees use the system without anxiety.

#### **C. Issue of Compensation for Differences in the Remuneration of Employees Temporarily Transferred from Independent Administrative Institutions, etc.**

Independent Administrative Institutions, excluding Specified Independent Administrative Institutions, and government affiliated corporations were

compensating for differences in remuneration before and after transfer when they transferred their employees temporarily to government organizations. With respect to this, the Board issued a notice to the Cabinet Office, each Ministry, etc., in May 2005, stating “It is not appropriate for employees to receive money from institutions or corporations because it might raise public suspicion or distrust with respect to the fairness of duties performed by the public services”.

#### **D. Clarification of Matters to Take Special Note for Maintaining Ethics**

Based on situations in which violations of the Ethics Code occur, submission and review of reports on the receipt of gifts and other benefits, and results of various questionnaire surveys, the Board issued a notice on matters that require special note for maintaining ethics related to the duties of public employees to the Cabinet Office, each Ministry, etc., in November 2006.

In this notice, the Board requested the Cabinet Office, each Ministry, etc., to give special consideration to the following matters.

- Promotion of thorough understanding and observance of the Ethics Law and the Ethics Code
- Prevention of violations of the Law and the Code
- Promotion of appropriate submission and review of reports on the receipt of gifts and other benefits, reports on stock transactions and others, and reports on income and others
- Prompt reporting of information related to suspected violation of the Law and the Code
- Improvement of the internal reporting system

#### **(2) Ensuring Appropriate Application of the Ethics Law and the Ethics Code in Consideration of Actual Duty Operations**

It is necessary to apply the Ethics Law and the Ethics Code appropriately in consideration of actual duty operations in order to establish the Ethics System and let public employees work without cowering under the rules of the Law and the Code. For this purpose, the Ethics Board has indicated its interpretation in handling matters under the Law and the Code appropriately to the Cabinet Office, each Ministry, etc., as necessary.

These interpretations were presented to clarify unclear points or apply the Law and

the Code appropriately to meet actual situations in line with the objectives of the Law and the Code in handling cases that will not raise the suspicion or distrust of the public.

### 3. Measures for Violations of the Ethics Law, etc.

#### (1) Investigations and Disciplinary Actions

Table 1 shows the number of cases and persons related to measures taken for violations of the Ethics Law, etc., from April 2000 when the Ethics Law took effect to the end of FY 2006. The table includes the number of cases suspected of violations of the Ethics Law, etc., for which investigations were initiated. It also presents the number of cases to which measures such as disciplinary action under the provisions of the National Public Service Act and admonishments or serious warnings under the internal regulations of the Cabinet Office and each Ministry (hereinafter referred to as “corrective measures”) were taken for behavior violating the Ethics Law, etc. (Hereinafter disciplinary actions and corrective measures are referred to as “disciplinary actions, etc.” collectively.)

[Table 1]

Fiscal Year	2000	2001	2002	2003	2004	2005	2006	Total
Number of cases for which investigations were initiated	8	11	18	11	24	17	32	121
Number of disciplinary actions, etc. (Number of employees)	4 (16)	11 (14)	17 (30)	10 (20)	21 (45)	20 (222)	27 (54)	110 (401)
Number of disciplinary actions (Number of employees)	2 (2)	5 (5)	11 (13)	8 (11)	15 (19)	17 (114)	21 (26)	79 (190)
Number of corrective measures (Number of employees)	2 (14)	7 (9)	8 (17)	3 (9)	10 (26)	10 (108)	9 (28)	49 (211)

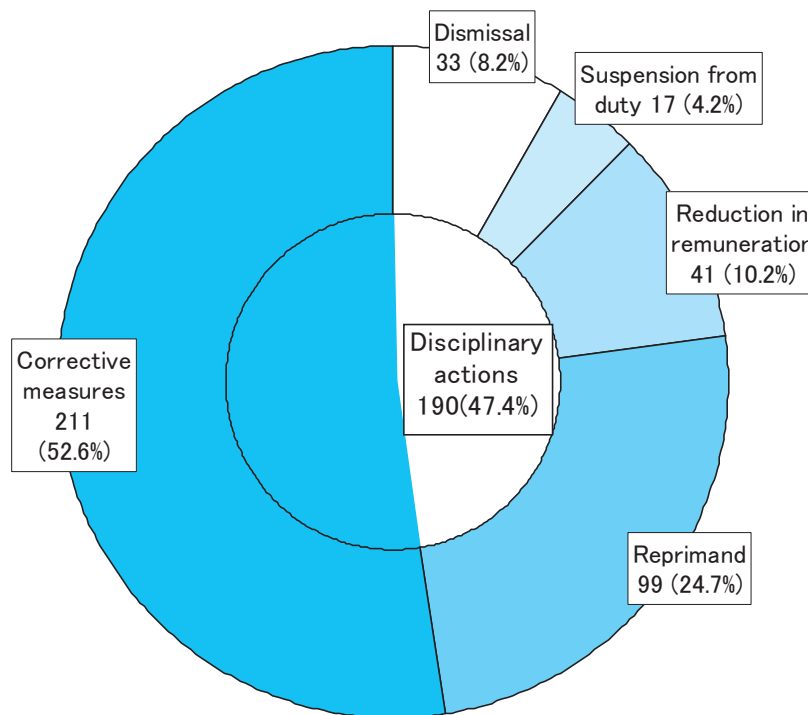
(Note)

1. Cases involving both a disciplinary action and corrective measures are counted in both categories. Therefore, the total number of disciplinary actions and corrective measures does not coincide with the number of disciplinary actions, etc.
2. The number of disciplinary actions includes the cases for which disciplinary action was taken for violation of both the Ethics Law and the National Public Service Act.

#### (2) Breakdown of Disciplinary Actions, etc.

Figure 1 shows the breakdown of disciplinary actions, etc., (dismissal, suspension from duty, reduction in remuneration, reprimand, or corrective measures) taken for 401 employees.

[Figure 1]



#### 4. Efforts to Enhance Ethics Awareness

##### (1) Production of Training Materials to Maintain Ethics

###### A. *National Public Service Ethics Book*

Upon full enforcement of the Ethics Law and the Ethics Code in 2000, the Ethics Board produced the *National Public Service Ethics Book* which explains details of the Ethics Law and the Ethics Code in an easily-understandable manner and distributed it to all employees of the Cabinet Office and each Ministry to whom the Law and the Code are applied. (The Board has since been distributing the book additionally to new employees every year.)

Later, the Board made necessary revisions such as revisions in line with the partial amendment of the Ethics Code in 2005.

###### B. *National Public Service Ethics Code – Interpretations and Q&A*

In 2000, the Ethics Board produced the *Interpretation of the National Public Service Ethics Code* which explains the purposes, interpretation, etc., of each provision of the Ethics Code and distributed it to personnel in charge of ethics affairs at the Cabinet Office and each Ministry. Later, a large number of private enterprises, etc., which had contact with public employees requested the government

to produce a general guidebook on the Ethics Code. In response to this, the former Printing Bureau of the Ministry of Finance issued the *National Public Service Ethics Code – Interpretations and Q&A* for wide distribution among the public.

Later, the revised version was issued in line with the partial amendment of the Ethics Code in 2005.

### ***C. Model Case Book of National Public Service Ethics Code***

In 2001, the Ethics Board produced the *Model Case Book of National Public Service Ethics Code* and distributed it to personnel in charge of ethics affairs at the Cabinet Office, each Ministry, etc. The book compiles inquiries on application of the Ethics Law and the Ethics Code made to the Board from the Cabinet Office and Ministries and responses made by the Board.

Later, the Board added cases and made revisions in line with the partial amendment of the Ethics Code in 2005.

### ***D. Ethics Law and Ethics Code Self-check Sheet***

In 2004, the Ethics Board produced the *Ethics Law and Ethics Code Self-check Sheet* and distributed it to the Cabinet Office, Ministries, etc. The check sheet provides answers and explanations to questions in the form of short sentences so that readers can gain an ordinary understanding of the basic rules defined in the Law and the Code. (The Board modified part of questions in line with the partial amendment of the Ethics Code in 2005 and re-distributed the revised version.)

In 2006, the Ethics Board produced the *Application of the Self-check Sheet* chiefly for public employees who have general knowledge of the Ethics Law and the Ethics Code such as employees who have received ethics training and distributed it to the Cabinet Office, Ministries, etc.

### ***E. Awareness Raising Video – What Would YOU Do? – A Recommendation for Ethical Behaviors***

In 2005, the Ethics Board produced the awareness-raising video *What Would YOU Do? – A Recommendation for Ethical Behaviors* (approximately 30 minutes) and distributed it to the Cabinet Office, Ministries, etc. The video, produced based on actual cases of violations, is designed for public employees to think for themselves and review their daily behaviors through watching a drama for the eventual purpose of raising their ethics awareness.

## **F. Training Material using Presentation Software – *Outline of the Ethics Law and the Ethics Code***

In March 2007, the Ethics Board produced training material using presentation software called the *Outline of the Ethics Law and the Ethics Code* and distributed it to the Cabinet Office, Ministries, etc. The material is designed for public employees to understand the outline of the Law and the Code visually in one or two hours.

## **G. DVD Case Study Training Material – *Learning the Ethics Law and the Ethics Code by Case Studies***

In March 2007, the Ethics Board produced the DVD case study training material *Learning the Ethics Law and the Ethics Code by Case Studies* (approximately 30 minutes) and distributed it to the Cabinet Office, Ministries, etc. This visual training material is designed for a case study on the rules provided under the Law and the Code.

## **H. Pamphlets**

The Ethics Board is producing and distributing various pamphlets to promote thorough understanding of the Ethics Code among public employees and private enterprises which appear to have much contact with public employees.

### **(A) *National Public Service Ethics Code “What YOU May Do” and “What YOU Must Not Do”***

In 2000, the Ethics Board produced a pamphlet which briefly summarizes what public employees are allowed or prohibited to do, categorizing behaviors specified in the Ethics Code into “food and drinks,” “gifts of money or goods,” etc., and distributed it to the Cabinet Office and Ministries.

Later, the Board made necessary revisions such as revisions in line with the partial amendment of the Ethics Code in 2005.

### **(B) *Rules to Maintain Ethics of National Public Employees***

In 2002, the Ethics Board produced a pamphlet which summarizes the points of the Ethics Law and the Ethics Code in an easy-to-understand manner, such as the range of interested parties for public employees and major restrictions in the relationship between public employees and interested parties, and distributed it to the Cabinet Office, Ministries, business groups, etc.

Later, the Board made necessary revisions such as revisions in line with the partial amendment of the Ethics Code in 2005.

***(C) Answers to Eight Questions from the Public***

In January 2007, the Ethics Board produced a pamphlet, which explains basic matters related to the Ethics Law and the Ethics Code in the an easy-to-understand question and answers, and distributed it to business groups, etc. This pamphlet is aimed to further promote PR activities related to the Law and the Code to private enterprises, etc. The Board requested these business groups, etc., to post the pamphlet on their websites.

**(2) Training Programs to Maintain Ethics**

The Ethics Board, based on the regulations of Article 11, Paragraph 4 of the Ethics Law, conducts overall planning and coordination of training programs for public employees to maintain ethics related to their duties. It also plans and conducts training as it deems appropriate.

**A. Training Conducted by each Office and Ministry**

In 2000, the Ethics Board created the guidelines for conducting training designed to promote thorough understanding and observance of the Ethics Law and the Ethics Code. Giving concrete training course examples, the guidelines require the Cabinet Office and each Ministry to consider contents of training sessions appropriate for the duties and official ranks of trainees and use every opportunity, such as meetings, to conduct training to promote thorough understanding and observance of the Law and the Code. The Cabinet Office and each Ministry is conducting training to maintain ethics related to the duties of public employees in accordance with the duties and official ranks of trainees. Many of the training programs are given in the form of lectures on the Ethics Law and the Ethics Code but some programs incorporate case studies and discussions.

**B. Briefing Session Held by Ethics Board**

The Ethics Board holds briefing sessions on the Ethics System throughout the country for personnel (in charge of ethics affairs) at the headquarters and regional offices of the Cabinet Office and each Ministry every fiscal year. The Board presents questions it has actually received on application of the System and explains the

outline of the Ethics Law and the Ethics Code and points to note when these personnel are consulted from public employees.

The session is also aimed at providing training to leaders for training at each organization.

### **(3) Week of National Public Employees Ethics**

The Ethics Board set the week from December 1 to 7 as the “Week of National Public Employees Ethics” in 2002 to enhance ethics awareness among public employees. Major activities conducted during the week are as follows:

#### **A. PR and Awareness-raising Activities using Posters, Pamphlets, Banners, etc.**

The Ethics Board widely and publicly invites ideas for slogans on public service ethics, and produces, distributes, and posts pamphlets, posters, and banners using the selected slogan.

#### **B. Lectures on Public Service Ethics**

The Ethics Board is giving “Lectures on Public Service Ethics” in Tokyo for employees at the Cabinet Office, Ministries, etc. It held the “Seminar on Public Service Ethics” in Nagano City in 2006 for employees working in local cities.

#### **C. Establishment of “Public Service Ethics Hotline”**

The *Ethics* Board sets up the toll-free “Public Service Ethics Hotline” at the Secretariat of the Ethics Board during the Week of National Public Employees Ethics to receive information on behavior of employees that is against public service ethics.

#### **D. Lectures on Public Service Ethics by Ethics Supervisory Officers at the Cabinet Office, Ministries, etc.**

The Ethics Board began to request Ethics Supervisory Officers responsible for maintaining public service ethics at the Cabinet Office, each Ministry, etc., (Administrative Vice-Ministers, etc.) to give lectures on public service ethics to employees of their organizations in 2005. This is aimed to establish an organizational climate that does not allow the occurrences of misconduct by showing Ethics Supervisory Officers’ ideas and resolutions on public service ethics to employees of their own organizations.

## 5. Submission and Review of Reports

### (1) Submission of Reports on the Receipt of Gifts and other Benefits

Table 2 shows the number of reports on the receipt of gifts and other benefits submitted by officials at the rank of Designated Service and above (Deputy Director-General level and above) between FY 2000 and FY 2005.

The total number of reports was the largest of over 2,600 in FY 2000 but the number has remained between 2,300 and 2,500 over the past several years. The number of reports on receipt of “gifts of money, goods, etc.” and “offering of food and drink” has been decreasing year by year. The number in FY 2005 was roughly half of that of FY 2000. On the other hand, the number of reports on receipt of “compensation” has been increasing every year. The number in FY 2005 increased from FY 2000 by approximately 16%.

The percentage of reports submitted on the receipt of gifts and other benefits at a value exceeding 20,000 yen has been increasing year after year. Such reports, which accounted for 40% in FY 2000, increased to approximately 55% in FY 2005.

[Table 2] Number of Reports on the Receipt of Gifts and other Benefits

(unit: cases)

Fiscal Year \ Gifts or Benefits	Gifts of Money, Goods, etc.	Offering of Food and Drink	Compensation	Total
2000	167 (15)	927 (23)	1,542 (1,021)	2,636 (1,059)
2001	70 (7)	782 (16)	1,500 (1,028)	2,352 (1,051)
2002	116 (13)	749 (4)	1,611 (1,157)	2,476 (1,174)
2003	96 (15)	639 (10)	1,563 (1,071)	2,298 (1,096)
2004	89 (12)	590 (12)	1,797 (1,268)	2,476 (1,292)
2005	84 (3)	535 (14)	1,791 (1,330)	2,410 (1,347)

(Note) Figures in the parentheses represent gifts and other benefits at the value exceeding 20,000 yen.

Details of gifts and other benefits follow.

#### A. Gifts of Money, Goods, etc.

Major gifts are goods (folk crafts, etc.), tickets for plays, sporting events, etc., and books. Food, which was the most frequently reported in FY 2000, has been decreasing year by year. Most of the givers are organizations that are not included in the interest parties, primarily private enterprises (including foreign enterprises), incorporated foundations and associations, foreign governments, and international organizations.

### **B. Offering of Food and Drink**

Major providers of food and drink are incorporated foundations and associations, foreign governments, international organizations, private enterprises (including foreign enterprises), and mass media.

Offering of food and drink from the interest parties has been accounting for approximately 20% every year. Of these, the percentage of buffet-style offerings has been decreasing year after year, reaching approximately 50% in FY 2005.

### **C. Compensation**

Compensation for writings (including royalties on book) and lectures account for approximately 90% of all. Most of those requested lectures, etc., are organizations which are not included in the interest parties.

## **(2) Submission of Reports on Stock Transactions and Others**

Table 3 shows the number of personnel (officials at the rank of Deputy Director-General and above at the headquarters) who submitted reports on stock transactions and others and the number of transactions between FY 2000 and FY 2005.

The number of persons remains around 60 each year but the number of transactions per person has increased from 5–6 in around FY 2000 to about 9 in and after FY 2004.

Approximately 90% of these transactions were general transactions via securities companies.

**[Table 3] Number of Reports on Stock Transactions and Others**

Category Year	Number of persons who submitted reports	Number of transactions (acquisitions and transfers)				Total
		General	Inheritance and gifts	Exchange and splits	Unlisted shares	
2000	60	341	15	18	3	377
2001	69	331	12	12	8	363
2002	57	215	28	44	5	292
2003	60	324	16	10	10	360
2004	47	352	26	15	11	404
2005	63	566	28	9	5	608

(Note) All unlisted shares were acquired through public offering (which is not prohibited).

### (3) Submission of Reports on Income and Others

Table 4 shows the number of reports on income and others submitted (by officials at the rank of Deputy Director-General level and above at the headquarters) between FY 2000 and FY 2005.

The percentage of officials whose income is only regular pay has been increasing every year, from approximately 55% in FY 2000 to approximately 63% in FY 2005.

**[Table 4] Number of Reports on Income and Others**

(unit: cases)

Category Year	Total number of reports	Only employment income	Other incomes
2000	1,360	746 (54.9)	614 (45.1)
2001	1,299	765 (58.9)	534 (41.1)
2002	1,325	766 (57.8)	559 (42.2)
2003	1,309	780 (59.6)	529 (40.4)
2004	1,205	780 (64.7)	425 (35.3)
2005	1,192	755 (63.3)	437 (36.7)

(Note) Figures in the parentheses represent the percentage in the total number of reports submitted each year.

#### **(4) Review of Reports**

Various reports submitted by public employees are first reviewed by the Cabinet Office, each Ministry, etc., and then by the Ethics Board using a copy of reports. (The Ethics Board reviews reports on the receipt of gifts and other benefits submitted by officials at the rank of Designated Service and above, and reports on stock transactions and others and reports on income and others submitted by officials at the rank of Deputy Director-General and above). Reviews are conducted with a focus on the points indicated below.

- Regarding reports on the receipt of gifts and other benefits, relationship between the public employee who received them and the provider (existence of interest), receipt of compensations, etc., which is too expensive under normal social conventions, and excessive hospitality offered by certain enterprises, etc.
- Regarding reports on stock transactions and others, relationship between duties of the public employee and the enterprise of which shares were transacted, and the background of acquisition of unlisted shares
- Regarding reports on income and others, interest between the public employee and the counterpart of the transaction in terms of income from real estate, and non-submission of reports on the receipt of gifts and other benefits estimated from miscellaneous income (compensation for lectures, royalties on book, etc.)

Gifts and other benefits offered by the interest parties were based on Article 3, Paragraph 2 of the Ethics Code (Behaviors Allowed between Public Employees and the Interested Parties), etc., and there has been no violation of the Code so far. Stock transaction and other income had been acquired or transferred appropriately and there was no violation on them.

### **6. Hearing Opinions from Various Groups concerning the Ethics System**

#### **(1) Holding Various Discussion Meetings**

The Ethics Board has held discussion meetings every year since the enforcement of the Ethics Law and the Ethics Code, inviting intellectuals (persons of learning and experience, enterprise managers, heads of municipalities, etc.) throughout the country, editorial writers, etc., of the press, and Director-Generals, etc., of the Secretariat at the Cabinet Office and each Ministry. These meetings are designed to provide Board members with opportunities to hear opinions on the Ethics System and issues related to public service ethics from a wide range of groups as a reference to develop measures to maintain ethics.

## **(2) Conducting Various Questionnaire Surveys**

The Ethics Board has been conducting various questionnaire surveys of people in a variety of classes, private enterprises, public employees, etc., since the enforcement of the Ethics Law and the Ethics Code in order to use survey results as a reference to develop measures to maintain ethics.

### **A. Questionnaire Survey of Monitors on National Public Employees (Monitoring by Citizens)**

The Ethics Board has been conducting a survey of 500 monitors on national public employees, recruited widely from the public by the NPA, every year since 2001 (excluding 2003). In selecting monitors, the numbers of each gender and each age bracket (20s, 30s, 40s, 50s, 60s and above) are considered to be equal. Also the numbers by districts are decided. Monitors' occupations are self-employed persons, private enterprise employees, part-time workers, students, housewives, unemployed persons, etc.)

### **B. Questionnaire Survey of Monitors on Public Employee Ethics (Monitoring by Intellectuals)**

The Ethics Board has been conducting a survey of 200 intellectuals, recruited by the Board as monitors on public service ethics from various quarters, every year since 2002. (The intellectuals include enterprise managers, heads of municipalities, persons of learning and experience, editorial writers of the press, labor union leaders, and citizen group members.)

### **C. Questionnaire Survey of Private Enterprises**

The Ethics Board conducted a survey of listed companies in 2003 (2,481 companies) and 2006 (1,263 companies). (The Board conducted a survey of 83 directors of the Japan Association of Corporate Executives in 2005.)

### **D. Questionnaire Survey of Non-profit Corporations**

In 2006, the Ethics Board conducted a survey of 500 Non-profit corporations which were commissioned administrative operations or had a deep relationship with the duties of public employees.

### **E. Questionnaire Survey of National Public Employees**

In 2003 and 2006, the Ethics Board conducted a survey of 5,000 regular service public employees to whom the Ethics Law and the Ethics Code are applied.

## **7. Future Issues – To Ensure Public Confidence**

Since the enforcement of the Ethics Law and the Ethics Code, public employees' receipt of business entertainment, gifts, or other benefits that cannot be overlooked but often seen at the time of the enforcement has decreased. However, organizational misconducts have been disclosed over the past several years and the number of cases of violation of the Ethics Law, etc., has not decreased (Table 1). Results of the questionnaire survey of citizen monitors also indicate severe situations where public evaluation of public service ethics is still low.

The Ethics Board thinks that it is necessary to focus on the following efforts in the future in order to further maintain ethics related to duties of public employees and ensure the people's confidence in public services.

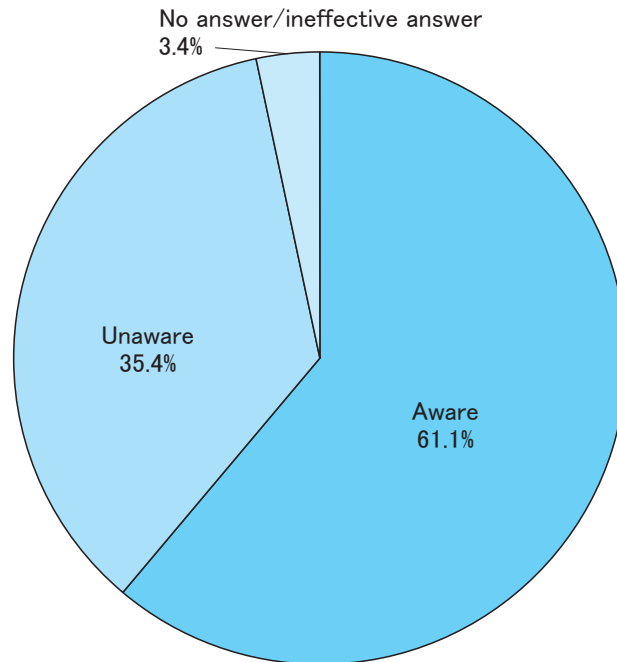
### **(1) Efforts to Enhance Employee Ethics**

#### **A. Thorough Understanding and Observance of the Ethics Law and the Ethics Code**

Understanding the Ethics Law and the Ethics Code correctly is essential for public employees to observe the rules specified in the Law and the Code and refrain from behavior that could lead to suspicion or distrust from the public with regard to the fairness of duty performance.

In 2006, the Ethics Board conducted a questionnaire survey of public employees on their awareness of the partial amendment of the Ethics Code in April 2005. According to the survey results, amendment is not necessarily recognized or understood sufficiently. So, it is necessary to further improve activities, such as training, to promote recognition and understanding of the amendment. (Figure 2)

**[Figure 2] Recognition of Partial Amendment of the Ethics Code**  
(Questionnaire survey of public employees conducted in 2006)



### **B. Promotion of Ethics Awareness Activities**

In order to prevent violation of the Ethics Law and the Ethics Code, it is important to lead each public employee to think for themselves, judge appropriately, and behave in line with the rules in various scenes. For this purpose, not only promoting thorough understanding and observance of the Ethics Law and the Ethics Code and enhancing ethics awareness among public employees, but also leading them to act in line with the philosophy of the Law and the Code in their daily duty performance by utilizing opportunities such as week of National Public Employees Ethics is necessary. Also, public service organizations need to develop a sound organizational climate that does not permit violation of the Law and the Code through lectures, etc., given by Ethics Supervisory Officers.

### **C. Improvement and Strengthening of the System to Maintain Ethics**

In order to prevent organizational misconducts often disclosed in recent years and realize a sound organizational climate that does not permit violation of the Law and the Code, it is important to develop a system where employees who become aware of behavior suspected of being a violation of the Ethics Law and the Ethics Code can provide information without anxiety. In response to a notice issued by the Ethics Board, the Cabinet Office, each Ministry, etc., has established a system for

public employees to provide information on violation of the Law, etc. (the internal reporting system). In addition, the Secretariat of the Ethics Board also receives information at any time. The Secretariat further set up the toll-free “Public Service Ethics Hotline” in parallel with week of National Public Employees Ethics to receive information widely from inside and outside of public service.

Important points with regard to the reporting system include announcing the point of contact widely, giving consideration to reporters’ sentiment, such as accepting anonymous reporting, and taking action promptly and sincerely upon receipt of a report. It is necessary to promote further establishment of the internal reporting system and ensure appropriate use of the system, paying attention to these points.

#### **D. Strict and Prompt Measures for Violation**

In order to maintain ethics related to duties of public employees and ensure the confidence of the public, it is crucial to take strict and prompt measures for violations of the Ethics Law and the Ethics Code. For this reason, the Ethics Board has requested the Cabinet Office and each Ministry on various occasions to report to the Board immediately if they find a suspected violation of the Law and the Code. Further efforts are required to continue to strengthen the cooperation between the Ethics Board and Ethics Supervisory Officer of the Cabinet Office and each Ministry and to take strict and prompt measures.

#### **(2) PR and Gathering Activities for Citizens, Private Enterprises, etc., on Public Service Ethics**

In order to utilize the Ethics System appropriately and ensure the confidence of the public, it is necessary to gather opinions on the Ethics Law, the Ethics Code, and ethics maintenance of public employees widely from various quarters, take measures to maintain ethics which can win the understanding of the public, and promote public understanding of the Ethics System through a variety of PR activities. For this purpose, the Ethics Board has conducted various questionnaire surveys and discussions with intellectuals from various quarters to gather opinions on the Ethics System and ethics maintenance of public employees. The Board has also launched a broad range of PR activities using pamphlets, etc. The Board needs to further improve and strengthen such activities and make efforts to ensure the confidence of the people in public service ethics, the Ethics Law, and the Ethics Code.