

Radiation Effects Research Foundation Regulations Concerning Handling of Donations

(Objective)

Article 1 –The objective of these regulations is to set forth necessary matters concerning donations accepted by the Radiation Effects Research Foundation (hereinafter called “RERF”).

(Definitions)

Article 2 – In these regulations, the following terms will be defined as indicated below:

- (1) *Unrestricted donation*: Donations provided by individuals or organizations for unrestricted use.
 - (2) *Restricted donation*: Donations provided in response to RERF’s request for funds that are designated for a specific purpose, or donations provided by individuals or organizations who specify use thereof.
2. In these regulations, “donation” will indicate money, goods, and property rights.

(Acceptance of and request for donations)

Article 3 – RERF may accept donations from a wide range of organizations and individuals.

2. RERF may call for unrestricted donations at any point in time.
3. To request approval for solicitation of a restricted donation, a document must be submitted to the Executive Committee including a justification for the request, explanation of how the donation will be used, the total amount of the donation, the period for which the donation is requested, and other pertinent matters. Approval must be obtained from the relevant committee.

(Standards for acceptance of donations)

Article 4 – RERF cannot accept donations if any of the following is applicable or is suspected to be applicable:

- (1) When it is determined that the donation does not contribute to the achievement of public interest activities stipulated in Article 4 of the RERF Articles of Incorporation.
- (2) When any of the following conditions is attached to a donation:
 - i) RERF will provide some benefits to donors in exchange for their donation.
 - ii) Donors will conduct an audit on the accounting of donations.
 - iii) Donors may cancel all or part of their donations after the donations are provided.
 - iv) The donation is allowed to be transferred to, or exclusively used by, the donor personally.
 - v) Other conditions recognized as being potentially problematic for the operations of RERF.
- (3) When it is determined that acceptance of a donation will pose particular burdens or problems in the operation, finance, or other aspects of RERF, or when acceptance of a donation is deemed inappropriate in light of general

social norms.

(Procedures for acceptance)

Article 5 – RERF shall accept donations by way of a Donation Form (Form 1) specified by RERF.

2. When a donation is offered, RERF will determine whether it is acceptable in accordance with the standards provided in the preceding article; and if so, the donor will receive a Transfer Request Form (Form 2) and the Chief of the Accounting Section will be informed.
3. When RERF accepts a donation, a receipt (Form 3) shall be sent to the relevant donor without delay. Furthermore, the receipt shall state that the donation is related to the conduct of RERF's public interest activities, as well as refer to the amount donated, the contents of the donation, and the date of receipt.
4. The section in charge of donations is the Secretariat's General Affairs Section.

(Handling of donations)

Article 6 – Donations accepted shall be handled according to the following numbered items.

- (1) Unrestricted donations, the total amount remaining after deduction of costs for acceptance and related procedures, will be used for conducting RERF's public interest activities.
- (2) Restricted donations, the total amount remaining after deduction of costs for acceptance and related procedures, will be used for the public interest activities specified.

(Changes in use of donations)

Article 7 – RERF may change use of restricted donations in any one of the following circumstances:

- (1) When the objective of a restricted donation is attained and a some of the donation remains.
 - (2) When RERF recognizes the need to change use of a donation for appropriate and legitimate reasons, including completion or abolition of the public interest activity that is considered the purpose for use of the relevant restricted donation.
2. In cases stipulated in (1) and (2) of the preceding item, changes in use of donations will be made so that the funds continue to support activities within a scope that is legitimately relevant to the initial use of donations. Note that, in cases where a change cannot be made to continue support within a legitimately relevant scope, any amount remaining from a restricted donation shall be handled in a manner equivalent to that of unrestricted donations.

(Releases of information and reports to donors)

Article 8 – RERF will announce the acceptance of special donations on its website or by other means. However, donors may request that their personal information not be made public.

2. When the entire donated amount is disbursed, RERF will report to the relevant donor on use of the donation and financial/research results related to the donation,

using the Report on activity achievements made possible by donations (Form 4).

(Personal information protection)

Article 9 – RERF shall protect personal information about donors by managing this information with meticulous care, in accordance with the Regulations for Protection of Personal Information, which are stipulated separately.

(Others)

Article 10 – In addition to those stipulated in these regulations, procedures necessary for the enforcement of these regulations shall be separately stipulated by the RERF Chairman.

Supplementary provision

(Effective date)

These regulations will take effect on November 1, 2013.

Supplementary provision

(Effective date)

These regulations will take effect on October 20, 2020 and be applied from October 1, 2020.

DONATION FORM

(Date)

To: Chairman
Radiation Effects Research Foundation

From:

Donor's name: _____ (Seal)

Address: _____

Phone or e-mail: _____

I understand the provisions of the Radiation Effects Research Foundation's Regulations Concerning Handling of Donations, and I will provide a donation, as indicated below:

1. The amount of donation: ¥ _____
2. Purpose of donation: Please place a checkmark in the relevant box:
 - ☐ Unrestricted donation: I will provide a donation to support RERF's public interest activities.
 - ☐ Restricted donation: I will provide a donation to support the following activity from among RERF's public interest activities. (Please note that changes in use of restricted donations will be made for appropriate and legitimate reasons, including completion or abolition of the public interest activity designated for the use of the relevant restricted donation, as stipulated in provisions of Article 7.)
[Title of the designated activity]

3. Other:
When providing a donation, please read the standards for acceptance of donations in Article 4 of the RERF Regulations Concerning Handling of Donations and submit a Donation Form. In response to your offer of a donation, we may contact you on an as-needed basis regarding disclosure of personal information and other issues.

Radiation Effects Research Foundation Regulations Concerning Handling of Donations (excerpt)

(Standards for acceptance of donations)

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 - iv) The donation is allowed to be transferred to, or exclusively used by, the donor personally.
 - v) Other conditions recognized as being potentially problematic for the operations of RERF.
- (3) When it is determined that acceptance of a donation will pose particular burdens or problems in the operation, finance, or other aspects of RERF, or when acceptance of a donation is deemed inappropriate in light of general social norms.

Contact information and the section to which this form should be submitted:

General Affairs Section, Secretariat, Radiation Effects Research Foundation

5-2, Hijiyama Park, Minami-ku, Hiroshima, Japan 732-0815

Phone: 080-261-3131 (switchboard)

Fax: 082-263-7279

E-mail: rerfadmin@rerf.or.jp

TRANSFER REQUEST FORM

Dear _____,

You are cordially requested to transfer your donation to the bank account indicated below:

Bank name, bank branch office name	MUFG Bank, Hiroshima Chuo Branch
Bank account number	Savings account # 0943252
Name of account holder	Radiation Effects Research Foundation

Regretfully, we request you to cover your transfer fees.

If there is anything that you are uncertain about, please contact the section in charge of administration.

[Section in charge of administration]
General Affairs Section, Secretariat
Radiation Effects Research Foundation
Phone: 080-261-3131 (switchboard)
E-mail: rerfadmin@rerf.or.jp

No. _____

RECEIPT OF DONATION

Donor's name: _____

Address: _____

Amount of Donation: ¥ _____

We have received the aforementioned donation.

Date: _____

Received by: _____ seal

Chairman, Radiation Effects Research Foundation
5-2, Hijiyama Park, Minami-ku, Hiroshima, Japan

RERF accepts the aforementioned amount as a donation for conduct of the foundation's public interest activities.

Furthermore, please be informed that this Receipt of Donation cannot be reissued.

Date: _____

Report on Activity Achievements Made Possible by Donations

Upon completing use of your donation, we would like to outline the activity achievements made possible by your donation, as shown below.

Receipt date		Receipt No.	
Name of donor	* * * * *	Donated amount	(yen)
Type of donation	Unrestricted donation / Restricted donation ()		
Outline of activity achievements			
Outline of use of donation			