

This is an unofficial translation of the NAOJ Regulations No. 2 of the National Astronomical Observatory of Japan, Regulations of the Science Advisory Committees of the National Astronomical Observatory of Japan, dated March 9, 2018. Only the original Japanese text of these regulations has legal effect, and this translation is to be used solely as reference material to aid in understanding the original Japanese version.

Regulations of the Science Advisory Committees of the National Astronomical Observatory of Japan

March 9, 2018
NAOJ Regulations No. 2

Article 1. Establishment

1. For the purpose of discussing necessary matters concerning the operation of the joint-use, etc., the Science Advisory Committees set forth in the following items (hereinafter, each referred to as “Committee”) shall be established under the corresponding Project Offices and Division of Science (hereinafter, referred to as “Corresponding Project Office, etc.”) set forth in the Schedule:
 - (i) Subaru Science Advisory Committee;
 - (ii) TMT Science Advisory Committee;
 - (iii) ALMA Science Advisory Committee;
 - (iv) VLBI Science Advisory Committee;
 - (v) CfCA Science Advisory Committee; and
 - (vi) Division of Science Science Advisory Committee
2. A Time Allocation Committee (hereinafter, “TAC”) shall be established, as necessary, under each Committee in the preceding paragraph.
3. Matters that may be necessary in regard to the TAC shall be separately determined by the Committee.

Article 2. Duties

1. The Committee shall reply to inquiries of the Director General, or offer an opinion to the Director General.
2. The Committee shall discuss operations focusing on the joint use of large-scale equipment.

Article 3. Organization

1. The Committee shall be composed of members to the number determined by the Director of a Corresponding Project Office, etc.
2. The Committee shall be composed of persons excluding members of a Corresponding Project Office, etc.

Article 4. Determination, Appointment, etc. of Members

1. Members shall be determined by the Director General on the basis of a recommendation from the Director of a Corresponding Project Office, etc.
2. Among the members, employees of the National Astronomical Observatory of Japan shall be designated by the Director General and university faculty and other persons shall be appointed by the Director General.
3. When having designated or appointed members, the Director General shall report to the Advisory

Committee for Research and Management.

Article 5. Term of Office

1. The term of office of the members shall be two years, and they may be reappointed.
2. The term of office of a substituting member when a vacancy for a member occurs shall be the remaining term of office of his/her predecessor.

Article 6. Chairperson, etc.

1. The Committee shall have one chairperson and one vice chairperson.
2. The chairperson shall be designated by the Director General upon recommendation from the Director of a Corresponding Project Office, etc.
3. The chairperson shall call a committee meeting, serve as the chair of the meeting, and supervise affairs of the Committee.
4. The vice chairperson shall be designated by the chairperson from among the members.
5. The vice chairperson shall assist the chairperson, carry out the duties of chairperson in his/her place if the chairperson is unable to attend to his/her duties, and perform such duties if the chairperson is absent.

Article 7. Holding a Meeting

A meeting of the Committee shall be held as necessary.

Article 8. Proceedings of Committee Meetings

1. A meeting of the Committee may be declared open and a resolution may be made, only if a majority of the members are present in the meeting.
2. A decision of the Committee shall be made by a majority of the attending members, and in the case of tie in votes, the chair of the meeting shall make the decision.

Article 9. Attendance of a Person Other Than Members

1. In a meeting of the Committee, the Director of a Corresponding Project Office, etc., or his/her deputy shall observe the meeting.
2. When necessary, the Committee may invite a person other than the members to be present at a meeting in order to hear his/her opinions.

Article 10. General Affairs

General affairs of the Committee shall be processed in cooperation between the Research Promotion Group of the Administration Department and the person in charge of administrative affairs of a Corresponding Project Office, etc.

Article 11. Miscellaneous Provisions

Matters that may be necessary in regard to the operation of the Committee in addition to those set forth herein shall be separately determined.

Supplementary Provision

These Regulations shall come into effect as of July 1, 2018.

Supplementary Provision

These Regulations shall come into effect as of January 1, 2019.

Supplementary Provision

These Regulations shall come into effect as of August 1, 2019.

Supplementary Provision

These Regulations shall come into effect as of August 1, 2022.

Supplementary Provision

These Regulations shall come into effect as of September 8, 2023.

Schedule (Related to Articles 1, 3, 4, 6, 9, and 10)

Corresponding Project Office, etc.	Science Advisory Committee
Subaru Telescope	Subaru Science Advisory Committee
Thirty Meter Telescope (TMT) Project	TMT Science Advisory Committee
ALMA Project Nobeyama Radio Observatory ASTE Project	ALMA Science Advisory Committee
Mizusawa VLBI Observatory	VLBI Science Advisory Committee
Center for Computational Astrophysics	CfCA Science Advisory Committee
Division of Science	Division of Science Science Advisory Committee