



Almighty vol. 1

Preface

Note

- In the event of any inconsistencies between this English version and the Japanese version, **the Japanese version shall prevail.**

The May Festival Modalities

Abstract

- The 95th May Festival will aim to be held in one of the following formats:
- The details of each format are described below.
 - Hybrid Format
 - Online Format
 - Remote Format
 - Postponement or cancellation
- Provision of food and beverages designed to be consumed and eaten on campus is prohibited.
- We have decided to set the above restriction considering that the May Festival is a large-scale event and in light of the following:
 - » (1) conversations while eating and drinking increase the risk of infection and can be a direct factor in the spread of infection;
 - » (2) it is extremely difficult to take thorough measures to prevent infection when eating and drinking among visitors;
 - » (3) there is a possibility that clusters caused by inadequate infection prevention measures will place a burden on the medical system; and
 - » (4) there is a high possibility that clusters will have a significant impact on the 96th and subsequent May Festivals.
- We aim to set the maximum number of people who can stay on campus to 5000 people. We have decided to set such a limit in light of the fact that no clusters have occurred during the secondary examinations and entrance ceremonies, which are currently the largest events held within the University of Tokyo.
- We will distribute “Guidelines for COVID-19 Control” (in Japanese) around the time of the 2nd Information Session.
- We are working with the university to determine the format of the Festival by mid to late March.
- We appreciate your understanding and cooperation regarding the various restrictions.

		Whether or not visitors can enter the campus		
		Entry of non-UTokyo students allowed	Only entry of UTokyo students allowed	Entry prohibited
Whether or not project participants can enter the campus	Entry of non-UTokyo students allowed	Hybrid Format	Hybrid Format	Online Format
	Only entry of UTokyo students allowed			Online Format
	Entry prohibited			Full remote Format Postponement/ cancellation

Hybrid format

- Hybrid format allows the entry of visitors into the campus.

If non-UTokyo visitors are allowed entry into the campus

- Project participants, including non-UTokyo students, as well as visitors are allowed entry into the campus.
- We will ask you to limit the number of project participants to the bare minimum for COVID-19 control reasons.

If only UTokyo visitors are allowed entry into the campus

- Visitors who are affiliated with UTokyo can enter the campus. In addition, project participants, including non-UTokyo students, are allowed entry into the campus.

Online format

- Online format does not allow visitors into the campus.

If project participants (both UTokyo students and non-UTokyo students) are allowed entry into the campus

- Project participants, regardless of their affiliation, can enter the campus. In this case, please adjust the number of project participants to the bare minimum.
- Invitees and vendors who are necessary for the execution of the project can also enter the campus.

If only UTokyo students are allowed entry into the campus

- Only project participants who are UTokyo students can enter the campus. In this case, please adjust the number of project participants to the bare minimum.
- We are currently working out whether or not invitees and vendors necessary for the project execution can enter the campus.

Full remote format

- Both visitors and project participants are not allowed entry into the campus in this format.
- You are not allowed to gather off-campus to execute your project. You will be allowed to exhibit your project online, sell goods, and release recordings.

Postponement/Cancellation

- The Festival will not be held on the scheduled date and will be postponed to another date or cancelled.

Rules

Definitions of “Project” and “Project Manager”

- We call every stall/exhibition/stage performance a “project” .
- Every project needs TWO managers.
- Projects and managers must satisfy the requirements and duties described below.
- The requirements must continue to be satisfied **after the project registration**.
- **If there is no reply from managers for a sustained period of time or if you do not make necessary registrations or applications at all, the project may be canceled as you are deemed to have neglected your project manager duties.**

Participation Requirements

To participate, every project must:

01. have two managers who fulfill “Manager Requirements” .
02. not aim at advertising companies, political / religious groups or other external groups and individuals.
03. not aim at pursuit of profit.

Manager Requirements

Every project manager must:

01. be an undergraduate, graduate, or research student of the University of Tokyo from the point of the registration to the days of the May festival.
02. not be a manager for another project.
03. be able to communicate smoothly with the Committee in Japanese or English.

Project Duties

Every project must:

01. be an independent activity of students at the University of Tokyo. Any decisions related to the project must be made by students.
02. not cause trouble for visitors and other groups.
03. pay all necessary fees.
04. dispatch “Temporary staff(s)” from members of it. Temporary staffs are asked to assist the Committee in cleaning, brochure distribution and other businesses.
05. comply with the laws.
06. follow the instructions given by the Committee when needed for the management of the May Festival.

Project Management Duties

Every project manager must:

01. grasp the content of your project and have the responsibility of conducting your project.
02. attend the Information Sessions and complete all necessary applications/registrations before the deadline.
03. check and respond to inquiries from the committee if necessary.
04. disseminate information from the Committee to all members of your project as needed.
05. always have a phone with them during the days of the May Festival and receive communications from the Committee.
06. be at the place of your project during the Festival, or be able to promptly come to the place of your project when the Committee requests during the May Festival (at least one of the managers).

Autonomous Regulations

We will establish the Autonomous Regulations in order to guarantee the independence of the May Festival.

Procedure

01. Project Registration

Please submit your response to the questionnaire regarding the draft of the Autonomous Regulations upon your registration.

02. Release of the draft

We will publish the draft of Autonomous Regulations through the Web System on February 21st (Mon.).

03. Voting

Please cast a vote through the Web System by February 28th (Mon.).

04. Result

The result of the vote will be announced on March 2nd (Wed.).

The Draft of Autonomous Regulations for the 95th May Festival

01. All projects will be led by students at the University of Tokyo autonomously.
02. Participants and the Committee should pay attention to prevent accidents.
03. Participants and the Committee should endeavor to preserve university facilities and environment, and restore them immediately to their original states after the Festival.
04. Any behavior that is disturbing to others is prohibited.
05. Participants and the Committee should respect the right of all participants to run projects smoothly and not disturb other projects.
06. Any behavior that is against public order and morality is prohibited.
07. Any behavior that profits certain political groups, religions or religious groups is prohibited.
08. Any behavior of soliciting political or religious activities is prohibited.
09. Any behavior of advertising companies or certain external groups and individuals is prohibited.
10. All projects will be non-profit.
11. All projects will be exhibited for free.
12. Participants and the Committee should fulfill their responsibility needed for the management of the May Festival.

Payments to the Committee

- All projects must make the following payments.
- If you rent or buy things through us, you need to make additional payments.
- Please make a bank transfer payment by May 2nd. We will provide you with the details at the 2nd Information Session.

Project Guarantee Deposit

- We ask all projects to deposit 10,000 yen in order to make sure that all projects follow rules and our instructions.
- The deposit will be refunded at the 4th Information Session, after the May Festival, as long as your project does not cause any trouble.
- If your project causes serious troubles, the deposit may not be refunded.

Participation Fee

- The money will be used for the management of the May Festival.
- All projects must pay 5,000 yen.

On-campus Project Fee

- If your project is going to be carried out on Hongo/Yayoi Campus, an additional fee of 5,000 yen will be required. This will be used for garbage disposal, COVID-19 prevention measures etc..

*About Our Web System

Procedure

User Registration

User Registration

- Please access the Web System via this link <<https://gogatsusai.jp/95/system/signup>> to complete your registration.
 - ※ Completion of your user registration means that you have agreed to our Privacy Policy () and our Web System Terms of Use ().

Information needed upon user registration

- Name
- Department
- UTokyo Account username
- ECCS Cloud Email address
- Student ID number
- Contact information
 - ※ Any change in the settings of your ECCS Cloud email might require about 1 hour for it to be reflected. Please give yourself some extra time when registering.
 - ※ **iCloud address cannot be used as your contact information.**
 - ※ If you register an address provided by a mobile phone carrier, please make sure that you can receive emails from “@gogatsusai.jp” by changing your spam settings.

Set the Password

- An email will be sent to your ECCS Cloud Email account after you complete your registration. Click the URL in the email and set your password. The link will only be available for 6 hours. After 6 hours, you will have to register yourself again to get a new link.
- **You will not be able to access the Web System until you complete setting your password**

Project Registration

- Please register the abstract of your project.
- **The person who completed “企画登録 (Project Registration)” will be the main manager of your project.**
- You will be able to change the content under “企画登録” once “副責任者登録 (Sub-manager Registration)” is completed.

Note

Modality of your project

- Choices are “屋内 (Indoor)” / “屋外 (Outdoor)” / “ステージ (Stage)” / “キャンパス内を利用する (Do not use the campus)” .
- If you would like to carry out projects at Yasuda Auditorium, please choose “屋内 (Indoor)” .
- If you are not using any campus facilities (e.g. by releasing a website, broadcasting live from a place outside the campus, releasing a pre-recorded video), please choose “キャンパス内を利用しない (Do not use the campus)” .
- If you are planning on having an off-campus project, please tick the box in the following question.
- If you would like to carry out projects at multiple places, please contact us through the “問い合わせ (Inquiry)” .

Name of your project and your organization

- **No more than 15 double-byte characters** are strongly recommended for the purpose of space in the official brochure. Do not use special characters (characters not included in Adobe-Japan1-3).

Description of your project

- Please provide as many details as possible. We will use it in future correspondence.

Questionnaire on the draft of Autonomous Regulations

- Your response is independent of the contents of your registration and application.
- Your project will not be put at disadvantage based on your response.

Sub-manager Registration

Invitation of Sub-manager (Done by the main manager)

- The sub-manager needs to complete their User Registration (→ p. 5) on the Web System prior to this. The following steps are to be completed by the main manager.
- After completing the Project Registration, please click “副責任者招待” on the Menu screen.
- Fill out the name and UTokyo Account username of another manager.

Accept the Invitation (Done by the Sub manager)

- Access the Web System and click "★企画の副責任者に招待されています" to accept the invitation.
- After the invitation, both managers can freely change the contents of applications/registrations until the deadline.

Time and Place Request

- Register your preferred place and time for your project.
 - » Please note that you may not always be assigned to the place and time as you wish.
- If you miss the deadline, your project may be put at a disadvantage regarding the time and place assignment.
- **The deadline is February 20th (Sun.) 9PM.**

Off-campus Project Registration

- Please complete this registration if your project **does not use campus facilities**.
- **You will have to complete this registration if your project is planning on not using the campus relating to your project.** If you are using campus classrooms but are also planning on releasing pre-recorded video online etc., you will have to complete this registration.
- **The deadline is February 20th (Sun.) 9PM.**

Documents

Privacy Policy

The 95th May Festival Standing Committee (hereinafter referred to as "the Committee") acknowledges the importance of protecting personal information of Users of the services provided by the Committee (hereinafter referred to as "users") , and when the Committee uses personal information, the Committee observes the following articles.

Article 1 Observance of Laws and Other Norms

The Committee shall observe laws and other norms about personal information protection when the Committee uses personal information.

Article 2 Purpose of Use

The Committee shall use personal information within the limit of:

- Identity verification including enrollment check.
- Confirmation and management about registrations, applications, and orders.
- Sending messages from the Committee.
- Development and improvement of the Committee' s services.
- Provision of the services about May festival or the Committee.

The Committee may handle personal information for purposes other than those described above without obtaining the consent of the user, to the extent permitted by law.

Article 3 Provision of Personal Information inside the Committee

The Committee may provide the May Festival Standing Committee of the next and following years with personal information.

Article 4 Provision of Personal Information to Third Parties

The Committee may provide third parties with personal information after obtaining the user' s consent within the range of achieving the purposes of use mentioned in Article 2.

When the Committee provides personal information, the Committee shall take appropriate actions such as providing that personal information is adequately protected in accordance with this Privacy Policy.

Article 5 Security Control Action of Personal Information

To properly handle personal information, the Committee shall endeavor to protect personal information by taking necessary and appropriate measures including improving the management system of the personal information, educating members of the Committee, and preventing unauthorized access to the personal information, and loss, destruction, falsification and leakage of the personal information.

Article 6 Procedure for Disclosure Request

The Committee shall immediately inform the procedure of disclosing or correcting its personal information in response to contact from the holder of the personal information by email or the like.

However, if disclosure would result in any of the following, the Committee shall not disclose all or part of the information, and when the Committee decides not to disclose the information, the Committee shall notify you to that effect without delay.

- If there is a risk of harm to the life, body, property or other rights and interests of the individual or a third party
- If there is a risk of significant impediment to the proper conduct of the Committee's business
- If there is a risk of violating the laws

Article 7 Deletion of Personal Information

If a user requests the correction, addition, or deletion of the content of personal information, or the cessation of use or cessation of provision to a third party (hereinafter referred to as "correction, etc."), the Committee will conduct the necessary investigation without delay. In such a case, if the content of the personal information pertaining to the request is not true, or if the handling of the personal data in question is deemed to be inappropriate, the content of the personal information will be corrected based on the results of the investigation, and the user will be notified to that effect. However, even in this case, the Committee may not make corrections, etc. to all or part of the retained personal data pertaining to the request in accordance with the provisions of laws and regulations, etc., and if the Committee decides not to make the corrections, etc., the Committee will notify the user to that effect without delay.

Article 8 SSL

The Website and the Web System provided by the Committee supports SSL to protect the user's personal information.

By using a browser that supports the security function, the personal information users have entered shall be automatically encrypted and transmitted.

Article 9 Cookies

Some pages on the Website and the Web System provided by the Committee use a technology called cookies.

Users can disable the function of cookies by setting your web browser. If you do so, you will not be able to use some of the services on the website smoothly.

Article 10 Using Personal Information for Each Service

The Committee complies with the rules on the using personal information set out separately for the Website and the Web System provided by the Committee.

Article 11 Continual Improvement of Privacy Policy

The Committee shall continually review and update the Privacy Policy due to reasons such as strengthening the protection of personal information, changes in laws and other norms. The Committee shall announce the amendment hereof on the Official Website or the like.

Article 12 Inquiries about the handling of personal information

Please contact the following office for various procedures and inquiries regarding the Committee's handling of personal information.

The May Festival Standing Committee

Email: contact@gogatusai.jp

Hongo Office : Room 6, 3rd Floor, Second Refectory (Dai-ni Shokudo), 7-3-1, Hongo, Bunkyo-ku, Tokyo 113-8654

TEL : 03-5684-4594 FAX : 050-3413-4505

Komaba Office : Room 103, 1st Floor, Campus Plaza Bldg. A, 3-8-1, Komaba, Meguro-ku, Tokyo 153-8692

TEL : 03-5454-4349 FAX : 03-3466-1865

The 95th May Festival Standing Committee Web System Terms of Use

Article 1 (Purpose)

1 These terms shall stipulate matters of use of the Web System, which the Committee provides.

2 These terms shall apply to the Committee and to those who use the Web System.

Article 2 (Duty of Users)

Users must observe the following items.

(i) Check the messages from the Committee on the Web System.

(ii) Maintain the condition where you are able to receive from the Committee.

(iii) If there is any change in the information you have registered on the Web System, correct the registered information as soon as possible.

(iv) Take enough care to manage your password and prevent unauthorized access etc.

(v) When you find any bugs or security holes, report the specific details by the Web System's "Inquiry", email, etc. and do not tell the existence of these bugs or security holes anyone except for the members of the Committee. However, this does not include the situation where the Committee has already shown the workarounds of solving the problem.

(vi) Take enough time to do your registrations, applications, and orders (hereinafter referred to as "registrations"), in order not to be late for the deadline.

Article 3 (Acknowledgement of Terms)

You will be considered to have acknowledged all these Terms from the moment of the completion of registration as a user.

Article 4 (Account Suspension and Erasure of Project Registration)

1 The Committee may suspend the users' account and make Project Registration null and void with prior notice if the users fail under any of the following items.

(i) In the case where the users intentionally register untrue contents.

(ii) In the case the Web System is used in an unauthorized manner.

2 The Committee may temporarily suspend the account of users without prior notice who are suspected to have registered untrue contents or used the Web System in an unauthorized manner.

Article 5 (Environment)

1 The Web System provides service in Japan only.

2 Users are encouraged to use the following environments on their devices:

OS: Windows 10 (PC version), the latest version of Mac OS

Browser: The latest version of Google Chrome

The latest versions of Mozilla Firefox, Safari, and Microsoft Edge are also accessible.

Article 6 (Disclaimers)

1 When using the Web System, the Committee shall take no responsibility for any loss in case where you are against Web System Terms of Use article 2 or 5.

2 When you neglect the responsibility based on article 2-(v) to report a bug, the Committee shall take no responsibility for any loss such as the delay of registrations.

3 The Committee shall take no responsibility for any loss such as the delay of registrations, caused by any factor except for the system failure of the Web System.

4 The Committee shall take no responsibility for any loss caused by the time offset of the Web System within 15 minutes.

Article 7 (Alteration of Registered Information)

1 If necessary, the Committee may edit what users have registered on the Web System (hereinafter referred to as "registered information") without prior notice.

2 When the Committee edits registered contents, the Committee shall give notice as such to the user promptly.

3 The Committee shall bear the responsibility for any loss caused by editing registered contents without users' content.

Article 8 (Revision)

1 If necessary, the Committee may amend these terms.

2 If the Committee amends these Terms, the amendment hereof shall be carried out by publishing on the Official Website, the Web System, or the like.

Article 9 (Governing Law and Jurisdiction)

1 The use of the Web System shall be governed by the laws and regulations of Japan, unless otherwise specified.

2 Unless otherwise specified, the Tokyo District Court or Tokyo Summary Court shall have exclusive jurisdiction in the first instance over all disputes related to the use of the Web System, depending on the amount of the suit.

Supplementary Provision

These terms shall come into effect on December 18th, 2021 and lapse when Web System Terms of Use of the 96th May Festival Standing Committee or substitute for it come into effect.