

## Public Affairs Office

OHSHIMA, Yasuhiro  
HARADA, Miyuki

Head  
Technical Associate

TERAUCHI, Kaede  
NAKAMURA, Rie

Technical Associate  
Technical Fellow

It is increasingly important for an institution conducting basic reach like IMS to communicate its objective, function, and activities not only to members of the scientific community, but also to ordinary people in society. For this mission, Public Affairs Office conducts various operations. They include: 1) publishing several periodicals printed in Japanese or English, such as activity report, annual review, IMS letters, and brochures, 2) maintaining and renovating the homepage of the Institute, 3) managing the press releases to presenting recent

achievements, 4) maintaining the exhibition room and managing labo tours by visitors to facilities in IMS. It is also in charge of organizing Molecular Science Forum, a lectureship held trimonthly for providing variety of lectures on interesting scientific topics to people living in Okazaki city. In addition, to cultivate scientific literacy and adoration to science, in particular, among younger generation, Public Affairs Office participates to several activities co-jointly held by educational organizations in the city.

## Archives

OHSHIMA, Yasuhiro  
MINAMINO, Satoshi

Head  
Technical Associate

KIMURA, Katsumi  
SUZUKI, Satomi

Professor Emeritus  
Secretary

IMS was founded in 1975, following the incubation period of 14 years since the term "molecular science" was officially used for the first time in Japanese community of chemistry and physics. Archives of IMS, established in early 2006, have been collecting mainly the important materials in such an early

period around the foundation of IMS. At present, 7 hundreds of archives have been preserved. Among them, documents and publications have been photo-copied and converted to digital files or microfilms.

## Technical Division

SUZUI, Mitsukazu  
OMARU, Tadakazu  
MIZUNO, Hitoshi

Head  
Technical Fellow  
Technical Fellow

*Secretary for Director-General*  
MIZUNO, Hisayo

Secretary

### Information Office

OHHARA, Kyoko  
SUGIYAMA, Kayoko  
TSURUTA, Yumiko  
KAMO, Kyoko

Secretary  
Secretary  
Secretary  
Secretary

The Technical Division is an organization of the technical staff which supports research facilities of IMS. The technical staffs are assigned to support the research by using their professional skills of mechanical engineering, electrical engineering, instrumental analysis, optical technology, computer engineering, cryogenic technology, and the SOR technology, etc.

In addition, the Technical Division supports IMS facilities

by managing Safety Office, Research groups, Public Affairs Office, Archives and Information Office.

The annual meeting for technical staff of research Institute and Universities was organized in 1975 and since then the meeting has been regularly held every year. We aim toward a higher technology and exchange discussion concerning the various technical problems related to our technology.

