

SUPPORTING STAFF

Public Affairs Office

OHSHIMA, Yasuhiro
HARADA, Miyuki

Head
Technical Associate

NAKAMURA, Rie

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 laboratory 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

SUZUKI, Satomi

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
YAMANAKA, Takaya
OMARU, Tadakazu
MIZUNO, Hitoshi

Head
Technical Associate
Technical Fellow
Technical Fellow

Information Office

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

Secretary
Secretary
Secretary
Secretary

Secretary for Director-General

MIZUNO, Hisayo

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.

