

# Regulations Pertaining to Transfer Holding the Staff's Status of National University Corporation the University of Osaka

***Note: The document below is an English translation of the University Work Regulations, originally composed in Japanese. The English version of the Work Regulations has been provided merely as a reference for international researchers and employees. Therefore, it should not be considered an official employment contract. Please note that any and all official employment contracts are concluded solely on the basis of the Japanese version of the Work Regulations.***

## (Purpose)

Article 1: The purpose of these regulations shall be to define matters relating to the Staff transfer holding the Staff's status of National University Corporation the University of Osaka (hereinafter referred to as "Employee(s)") to whom the provisions of The Work Regulations for National University Corporation the University of Osaka Staff (hereinafter referred to as "The Work Regulations") apply and who are transferred in accordance with the provision of Article 13 of said regulations.

## (Definitions)

Article 2: The terms "transfer holding the Employee's status" or "transfer" shall be used in these regulations to refer to the fixed-term appointment or employment of Employees under orders from National University Corporation the University of Osaka (hereinafter referred to as "The University") for the purposes of work in national organizations, local authorities, other National University Corporations, Inter-University Research Institute Cooperation, Independent Administrative Agencies, other organizations or groups deemed appropriate by The University (hereinafter referred to as "location of transfer") holding the Employee's status of The University.

2. The term "transferred Employee(s)" used in these regulations shall refer to Employees appointed to or employed for the purposes of work in locations of transfer holding the Employee's status of The University for a fixed period.

## (Agreement of Transferred Employees)

Article 3: Employees shall be ordered to undertake transfer based on due consideration of the experience, abilities, etc. of said Employee and such transfer shall be subject to the agreement of the Employee in question.

## (Clear Indication of Work Conditions)

Article 4: In cases where Employees are ordered to undertake transfer holding the Employee's status, the name of the location of transfer, the duration of said transfer (hereinafter referred to as "duration of transfer"), and work conditions including work content at the location of transfer, salary, working hours and the others shall, in principle, be announced no later than 14 days prior to the expected start date of said transfer.

2. In cases where the location of transfer effects changes to the details of the work conditions of the transferred Employee after transfer, The University shall lodge prior request with said location of transfer to ensure that the procedures followed in such cases comply with the provisions of the foregoing item.

## (Duration of Transfer)

Article 5: The duration of transfer shall, in principle, be no longer than 3 years. However, in accordance with the demands of work, said duration may be shortened or extended.

2. During the duration of transfer, the transferred Employee in question shall be eligible for application of the work regulations of the location of transfer (in cases of transfer to national organizations or local authorities, laws and ordinances equivalent to the same. Hereinafter referred to as "Work Regulations, Etc."). However, in cases of the commission of acts by the transferred Employee in question warranting punitive measures in accordance with the provisions of Item 1, Article 37 of The Work Regulations, the transferred Employee in question shall be reinstated at The University for the purpose of implementation of appropriate measures.

## (Calculation of Period of Continuous Employment)

Article 6: The duration of transfer shall be included in calculation of the period of continuous employment at

The University.

(Duties)

Article 7: For the duration of transfer, transferred Employees shall strive to preserve the honor and reputation of The University, shall observe and adhere to the Work Regulations, etc. of the location of transfer and shall faithfully discharge duties in good faith.

(Salary)

Article 8: Salary for the duration of transfer (including bonuses and allowances: This shall also apply hereinafter) shall be paid in accordance with the provisions of the salary regulations of the location of transfer in question. However, the foregoing shall not apply in cases where The University reaches determination to the contrary based on discussion with said location of transfer.

2. In cases where salary paid at the location of transfer is less than that paid by The University, The University shall, in principle, compensate said salary as necessary for the duration of transfer.

(Reinstatement)

Article 9: Upon completion of the duration of transfer, the transferred Employee shall be reinstated at The University. However, in cases where, within the period of transfer, The University deems such reinstatement necessary in accordance with the provisions of Item 2, Article 5, or with other determination made by The University necessitating such reinstatement (subject to the consent of the location of transfer), the transferred Employee in question may be ordered to return to their post at The University.

(Post-Reinstatement Measures)

Article 10: The University shall implement appropriate measure to ensure that Employees reinstated at The University do not suffer any disadvantage compared to other Employees. However, this provision shall not prevent the implementation of measures taken in consideration of the work circumstances during the period of transfer pertaining to Employees reinstated at The University.

(Welfare Programs and Facilities)

Article 11: In principle, welfare programs used by transferred Employees prior to transfer, which is capable of transfer to the location of transfer, shall be transferred. Cases where transfer of such programs is not possible shall be handled in accordance with the following provisions.

(1) If the program is capable to continue at The University, procedures for the continuation shall be implemented.

(2) If the program is not capable to continue at The University, procedures for the cancellation shall be implemented at the time of the transfer.

2. Transferred Employees shall be entitled, after the transfer, to make use of the welfare facilities of The University including dormitories.

Supplementary Provisions

These regulations shall be implemented from 14 April 2004 and applied from 1 April 2004.