

## Work Regulations for National University Corporation the University of Osaka Limited Term Staff

***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.***

### Chapter 1: General Provisions

#### (Purpose)

- Article 1: The purpose of these regulations shall be to define matters pertaining to work-related issues for Employees (hereinafter referred to as "Employee(s)") who shall be employed on a limited term basis by National University Corporation the University of Osaka (hereinafter referred to as "The University") such as work conditions and duties in accordance with the regulations stated in Article 89 of The Labor Standards Law (Law No. 49 of 1947, hereinafter referred to as "The LSL").
2. Employment and dismissal and other matters relating to human-resources pertaining to Employees who are Academic Staff shall be defined by these regulations as well as Special Personnel Regulations Pertaining to Limited Term Academic Staff of National University Corporation the University of Osaka.

#### (Period of Employment Contract)

- Article 2: The period of employment contract shall be specified on an individual basis in accordance with the Act on Term of Office of University Teachers, etc. (Law No. 82 of 1997, hereinafter referred to as the "Act on Term of Office") or the regulations stated in Article 14 of the LSL.
2. The employment contract may be renewed. However, except when particularly deemed necessary by The University, the Employment contract, including its renewal period, shall not exceed 5 years. In cases where any of the circumstances in Paragraph 1 or 2, Article 17 arises, or the relevant work is no longer required, the employment contract shall not be renewed.
3. In addition to the provisions of the preceding 2 Paragraphs, the employment contract shall not be concluded or renewed after the first 31 March following the date when Employees reach the retirement age (for Employees Subject to Item 1-a, c, or Item 3-a, c, Paragraph 1, Article 11, of the Salary Regulations for Limited Term Staff) for National University Corporation the University of Osaka Limited Term Staff. (hereinafter referred as "the Salary Regulations for Limited Term Staff), or when Employees reach 65 years of age (for Employees Subject to the Salary Regulations for the National University Corporation the University of Osaka Limited Term Staff (Specially appointed Staff, etc.) Subject to Annual Salary System). However, this shall not apply to Employees deemed essential to the University..
- 4, Notwithstanding the provisions of the preceding Paragraph, Employees Subject to the Basic Salary Table stipulated in Item 1-a and c, Paragraph 1, Article 11, or Item 3-a and c, of the Salary Regulations for Limited Term Staff, who intend to be re-employed after 31 March of the year following their 60th birthday, may be re-employed for a limited term, in accordance with the purpose of the Law Concerning Stabilization of Employment of Older Persons (Act No.68 of 1971). However, this shall not apply if there are unavoidable circumstances, or if any of the reasons stipulated in Paragraph 1, Article 17, or Paragraph 2 Article 17, apply, making it difficult to maintain the employment relationship with the University.
- 5 In addition to the previous of the preceding every Paragraph, the period of employment contract shall be defined in the regulations pertaining to contract period of National University Corporation the University of Osaka Limited term Staff, etc.

#### (Relationship with Laws and Ordinances)

- Article 3: All matters not defined within these regulations and/or all other related and attached regulations shall be determined in accordance with the LSL, Act on Term of Office, National University Corporation Law (Law No. 112 of 2003, hereinafter referred to as "National University Law") and other relevant and pertinent laws and ordinances.

#### (Adherence to Regulations)

- Article 4: The University and Employees shall observe these regulations in good faith.

### Chapter 2: Personnel Affairs

## Section 1: Employment

### (Employment)

Article 5: Employees shall be employed based on a process of competitive examination and selection.

2. Persons intending to apply for employment as Employees shall submit the following to The University:

- (1) Personal history (in the format prescribed by The University).
- (2) Other documentations requested by The University.

### (Clear Indication of Labor Conditions)

Article 6: Persons considered for employment as Employees shall be sent written notice of the matters pertaining to the following labor conditions: disclosure of other labor conditions shall be made verbally or in writing.

- (1) Matters relating to salary.
- (2) Matters relating to the workplace and the content of work to be performed.
- (3) Matters relating to the duration of valid employment contract and renewal (including the reason in cases where the contract will not be renewed).
- (4) Matters relating to start and finish times, work exceeding the prescribed hours, breaks, holidays, and leave
- (5) Matters relating to retirement (including reasons for dismissal).

### (Application Documents)

Article 7: Persons employed as Employees (Regarding Item 3, excluding Employees eligible for the Salary Regulations for National University Corporation the University of Osaka Limited Term Staff, and the Salary Regulations for Specially Appointed Staff) shall submit the following documents to The University promptly after employment.

- (1) Written pledge
  - (2) Residence Certification
  - (3) Commute Route and Transportation Registration Form
  - (4) Other documents requested by The University
2. In cases of failure to submit the above documents, or in cases where said documents are incomplete, employment may be withdrawn.
3. In cases where changes occur in the content recorded in documents submitted in accordance with Items 2 through 4 of, Paragraph 1, said changes shall be promptly reported and registered.

### (Assumption of Post)

Article 8: Employees shall assume the assigned posts promptly after employment. However, this shall not apply in cases where there are unavoidable circumstances, such as relocation of residence, with the prior approval of The University. In such cases, the date for the assumption shall be no later than 1 week after employment.

### (Positioning of Employee)

Article 9: The positioning of Employees shall be determined by The University based on factors such as necessity and the suitability of Employees posted.

2. The University may assign Employees to overseas centers or facilities that it deems to be equivalent to such centers.
3. Matters pertaining to salary and working hours of, etc., Employees subject to assignment in overseas centers or facilities, in accordance with the preceding paragraph, shall be handled depending upon the actual state of the individual overseas center and facility, in consideration of the salary conditions of the said Employees, as well as local laws and circumstances, without applying these regulations (including relevant regulations).

### (Probation Period)

Article 10: Employees shall be subject to 6-month probation period commencing on the first day of employment. However, the University may reduce or extend these periods based on necessity.

2. In cases where the Employees fall under any of the following categories during the probation period, the University may dismiss or refuse their employment after the probation period expires.
  - (1) Poor work record.

- (2) Physical or mental illness.
- (3) Other acts or lack of aptitude as Employees.
- 3. The provisions of Paragraph 3, Article 17 shall apply mutatis mutandis in cases where an Employee during the probation period (excluding those whose probation period has not yet reached 14 days) is dismissed based on the provisions of the preceding Paragraph, or where the Employee is not hired permanently upon the expiration of the probationary period. .
- 4. The provisions of Article 18 shall apply mutatis mutandis in cases where an Employee during the probation period is dismissed based on the provisions of Paragraph 2 of this Article, or where the Employee is not hired permanently upon the expiration of the probationary period.
- 5. The period of probation shall be included in calculation of the total number of years of employment.

## Section 2: Assessment

(Work Performance Assessment)

Article 11: The work performance of Employees shall be assessed.

## Section 3: Leave of Absence

(Leave of Absence)

Article 12: Employees to whom any of the following apply shall be assigned a leave of absence:

- (1) Employees requiring extended leave due to physical or mental illness.
  - (2) Employees subject to criminal prosecution would interfere with the normal implementation of assigned duties.
  - (3) Employees whose life or death or whereabouts cannot be determined as a result of natural calamities such as floods or fires.
  - (4) Employees engaged in academic investigative research recognized as bearing relationship to the work of said Employees (including guidance relating to investigative research) or work for a public or government body.
  - (5) Other special cases recognized as necessary by The University.
- 2. The preceding shall not apply to Employees undergoing probation period.
  - 3. In addition to the terms and provisions of this section, all other matters relevant to leave of absence shall be defined separately.

(Duration of Leave of Absence)

- Article 13: The duration of leave of absence granted for the reasons detailed in Paragraph 1 of the preceding Article (excluding periods of leave of absence granted for the reasons detailed in Item 2, Paragraph 1 of the same Article) shall, as a basic rule, be determined for each individual leave of absence within a period of no longer than 3 years. In cases where the period of leave of absence is less than 3 years, extension shall be possible up to a period not exceeding 3 years from the date when the leave of absence begins.
- 2. Concerning the duration of leave of absence for the reasons detailed in Item 1, Paragraph 1 of the preceding Article, in cases where an Employee takes another leave of absence within 1 year after of returning to work due to the same illness or injury or an illness or injury recognized as being caused by it, the leave periods shall be continued cumulatively, unless the University deems it particularly necessary.
  - 3. The duration of leave of absence for the reasons stated in Item 2, Paragraph 1 of the preceding Article shall be equivalent to the period during which the relevant case is undergoing court proceedings. In case, however, where said period is in excess of 2 years, the duration of leave of absence shall be 2 years.
  - 4. The duration of leave of absence defined in Paragraph 3 above shall not exceed the period of employment contract.

(Reinstatement)

- Article 14: In cases where the reasons for leave of absence stated in Paragraph 1, Article 12 cease to be valid during the Employee on leave of absence shall be reinstated promptly.
- 2. The provisions of the preceding Paragraph shall not preclude disciplinary action under Article 33 against an Employees on leave for reasons described in Item 2, Paragraph 1, Article 12, until the grounds for the leave cease to exist.

## Section 4: Retirement

### (Retirement)

Article 15: Employees falling under any of the following categories shall be deemed to have retired from The University on the date stated in said categories:

- (1) When the employment contract has expired, (excluding cases in which the contract is renewed) Employees shall be deemed to have retired on the date of expiration.
- (2) Deceased Employees shall be deemed to have retired on the date of said death.
- (3) Employees submitting application for retirement shall be deemed to have retired on the date recognized by The University as the date of retirement.
- (4) Employees appointed to the Board of Trustees shall be deemed to have retired on the day immediately preceding the date of appointment.
- (5) Employees renewing work agreements shall be deemed to have retired on the day immediately preceding the first day of employment under the new agreement.
- (6) Employees standing as candidates for public office shall be deemed to have retired on the date of declaration of said candidacy.

### (Retirement for Personal Reasons)

Article 16: In cases where an Employee tends to retire for personal reasons, said employee shall submit to The University a request for retirement no later than 30 days prior to the scheduled date of retirement. However, this shall not apply in cases where the University may have given special approval.

2. In accordance with the Act on Term of Office, the regulations defined in the preceding Article shall not preclude requests for retirement of Employees at any time over 1 year from the date of conclusion of limited term employment contract.

## Section 5: Dismissal, etc.

### (Dismissal, etc.)

Article 17: Employees falling under any of the following categories and subsequent determination of the difficulty of maintenance of an employment relationship with The University shall not have the employment contract renewed or shall be dismissed even before the expiration of the employment contract. In such cases, Employees not fully meeting the criteria cited below may, however, be subject to demotion, downgrading or reduction in pay.

- (1) Employees with a poor work record
  - (2) Employees with mental or physical impairment that interferes with the execution of duties or those unable to cope with said mental or physical impairment
  - (3) Employees on leave of absence for the reasons stated in Items 1 to 3 and 5, Paragraph 1, Article 12 in cases where the reason for said leave of absence fails to be resolved or become invalid with the duration of leave of absence determined in accordance with the terms and provisions of Article 13
  - (4) Employees otherwise lacking the necessary qualifications or suitability to fulfill the implementation of duties
  - (5) Cases in which dismissal, etc. is deemed unavoidable for administrative or work-related reasons
2. Employees falling under any of the following categories shall not have the employment contract renewed or shall be dismissed even before the expiration of the employment contract.
    - (1) Employees sentenced to prison terms
    - (2) Employees forming or joining political parties or other groups that advocate through violence the destruction of the National Constitution of Japan or the government formed under the auspices of said constitution
  3. When intending not to renew the employment contract or to dismiss the Employee for the reasons provided for in Paragraph 1, The University shall give prior notice in accordance with the terms and provisions of Article 1 of the "Conclusion, Renewal and Discontinuation of Limited Term Employment Contracts" (2003, Notice No. 357, Ministry of Health, Labor and Welfare) and Articles 20 and 21 of the LSL. The same shall apply in cases where The University will not renew the employment contract for the reason that the relevant work is no longer required in accordance with the provisions of Paragraph 2, Article 2.
  4. In cases of non-renewal, dismissal, demotion, downgrading or reduction in pay for the reasons stated in accordance with the terms and provisions of Paragraph 1, the Employee subject to such measures shall

be accorded an opportunity to appeal as defined separately.

(Restrictions on Dismissal)

Article 18: Notwithstanding the terms and provisions of Paragraphs 1 and 2 of the preceding Article, Employees shall not be dismissed within any of the periods defined hereunder. This shall not, however, apply in cases where the injury or illness, in case of Item 1, persists 3 years after commencement of treatment and expiry compensation is paid in accordance with Article 81 of The LSL to the Employee (including cases where the expiry compensation is deemed to have been paid in accordance with Article 19 of Workers' Accident Compensation Insurance Law (Law No. 50, 1947, hereinafter referred to as "WACIL")), or in cases where approval of government bodies has been received in accordance with Paragraph 2, Article 19 of The LSL.

(1) Leave of absence for the purpose of treatment of injuries or illness incurred in the course of work and a period of 30 days after said leave of absence.

(2) Pre/Post maternity leave defined by Article 65 of The LSL and a period of 30 days after said leave of absence.

2. The provisions defined in the preceding paragraph, this shall not prevent from the assumption that the relevant Employee shall have retired from The University upon expiration of the employment contract under the provision of Item 1, Article 15.

(Obligations and Responsibilities of Retirees)

Article 19: Employees retiring or dismissed from The University shall promptly return all equipment, documents and other articles in their possession and, in cases where said Employees bear duties and responsibilities in respect of The University, shall, furthermore, complete such duties and responsibilities prior to the date of retirement.

2. Employees intending to retire from The University shall complete procedures for the handover of responsibilities and duties to their successor by the date prescribed and shall submit a report of said completion to their immediate managers.

(Certificate of Retirement,)

Article 20: Employees either retiring, subject to non-renewal of employment contract or dismissed from The University (including Employees scheduled for non-renewal of the employment contract or dismissal) may request certification of all or part of the following items: such certification shall be promptly issued to such Employees upon receipt of said request.

(1) Employment period

(2) Classification of duties and position

(3) Salary

(4) Reason for retirement (reasons for non-renewal of employment contract or dismissal)

### Chapter 3: Salary

(Salary)

Article 21: The salary for Employees shall be specified separately.

### Chapter 4: Duties

(Devotion to Duties)

Article 22: Employees shall be aware of the communality of the mission and duties of a national university defined in the National University Laws and shall implement their duties in a proper and appropriate manner, demonstrating devotion to said duties.

2. Employees shall not offend against the interests of The University.

(Attitude toward Duties)

Article 23: In the implementation of duties, Employees shall observe all rules and regulations defined both by laws and ordinances and The University and shall follow orders given by their immediate managers.

2. Employees shall constantly strive to develop skills, improve efficiency and work procedures and, in sense of mutual cooperation, shall make every effort to ensure that work is carried out in a proper and appropriate manner.

3. The immediate managers shall show proper respect for the Employees under their charge and shall make every effort to provide guidance and training, demonstrating by example the implementation of duties.

(Prohibition of Acts Leading to Disrepute)

Article 24: Employees shall refrain from any of the following acts.

- (1) Acts that may bring the honor of The University into disrepute or any other acts that may lead to a loss of trust of The University.
- (2) Acts that may disrupt the order, discipline or rules of The University.

(Duty to Protect Privileged Information)

Article 25: Employees shall not disclose or allow to be leaked any confidential information coming into the possession of said Employees during the course of the performance of duties. The preceding shall not, however, apply in cases where Employees give testimony as witnesses or experts in accordance with the law and with the express permission of The University.

2. The preceding Paragraph shall remain in force even after the retirement or dismissal of Employees.

(Distribution/Posting of Documents, Convening of Meetings,)

Article 26: In cases where Employees carry out distribution of documents or drawings within the grounds or facilities of The University (hereinafter referred to as “university grounds and facilities”), said Employees shall ensure that such distribution shall not interfere with the normal execution of work and duties.

2. Distribution of documents or drawings in the preceding paragraph falling under any of the following categories shall be prohibited.
  - (1) Documents or drawings that may interfere with the normal implementation of the work of The University.
  - (2) Documents or drawings to which the terms and provisions of Article 24 apply.
  - (3) Documents or drawings that infringe upon public order and standards of decency.
  - (4) Any other documents or drawings that may interfere with the work of The University.
3. Documents or drawings posted by Employees in university grounds and facilities shall be posted in the places designated with permission obtained from The University in advance.
4. Provision of Paragraph 2 shall apply to documents or drawings posted in accordance with the preceding paragraph.
5. Employees shall refrain from non-work-related meetings, speeches or broadcasts on campus without the permission of The University.

(Prevention of Harassment)

Article 27: Employees shall not engage in any acts of harassment prescribed in Article 2 of the Regulations for the Prevention of Harassment at the University of Osaka.

2. In order to ensure and maintain a satisfactory workplace environment, The University shall implement measures aimed at the prevention of acts of harassment prescribed in the preceding paragraph.

(Outside Assignments)

Article 28: Employees wishing to undertake outside assignments must obtain prior permission from The University in accordance with separate relevant regulations.

(Employee Ethics)

Article 29: Employees shall conform to Regulations Pertaining to the Code of Ethics of National University Corporation the University of Osaka in the performance of duties.

## Chapter 5: Working Hours, Holidays and Leave

(Working Hours, Holidays and Leave)

Article 30: The working hours, holidays and leave for Employees shall be in accordance with the Regulations Pertaining to Working Hours, Holidays and Leave for National University Corporation the University of Osaka Limited Term Staff.

## Chapter 6: Training

(Training)

Article 31: Employees shall make every effort to participate in training aimed at cultivation of personality and acquisition of the knowledge and skills necessary for the performance of duties.

2. In order to achieve the preceding, The University shall, in accordance with separate regulations, provide Employees with opportunities for training in a manner that will not interfere with the performance of work and duties as defined separately.
3. With the aim of improving knowledge and skills necessary in the performance of duties, Employees shall conform to instructions to participate in training.

Chapter 7: Awards

(Awards)

Article 32: Awards shall be bestowed upon Employees falling under any of the following categories.

- (1) Employees who have made great contributions toward improvements in efficiency.
- (2) Employees who have made special contributions toward the prevention or suppression of disasters or accidents.
- (3) Employees who have made meritorious contributions worthy of awards that serve as an example to other Employees.

Chapter 8: Punitive Measures

(Punitive Measures)

Article 33: Employees who fall under any of the following categories shall be subject to punitive measures.

- (1) Employee taking leaves without permission or valid reason who fail to respond to demands to resume duties.
- (2) Employee neglecting their duties by frequent absence, tardiness and leave work early without a valid reason.
- (3) Employee who causes damage to The University either deliberately or through gross negligence. .
- (4) Employee committing criminal acts such as theft, embezzlement or infliction of bodily harm
- (5) Employees involved in defamatory acts that damage the reputation, honor or trust of The University.
- (6) Employee causing disruption in the order, rules or regulations of The University.
- (7) Employee who has intentionally falsified their resumes.
- (8) Employee committing acts of harassment prescribed in paragraph 1, Article 27.
- (9) Employee who violates other laws, ordinances or rules and regulations of The University, or who has committed acts falling under any of the preceding paragraphs.
2. The following punitive measures may be taken against offending Employee and shall be proportionate to the severity of the offence defined in the preceding paragraphs.
  - (1) Admonition: in cases of minor infringements, the offending Employee shall submit a written apology and shall be issued a warning.
  - (2) Salary cuts: in cases of relatively minor infringements, the offending Employee shall submit a written apology and shall be subject to partial reduction in salary. A single salary cut shall not, however, exceed 1 half of the average salary for 1 day as defined in Article 12 of The LSL, and the total shall, furthermore, not exceed one-tenth of the salary paid for 1 term.
  - (3) Suspension: in cases of infringements deemed to be more serious in nature than a minor infringement, the offending Employee shall submit a written apology and shall, furthermore, be suspended from work without pay for a period of 1 day or more and not more than 1 year.
  - (4) Dismissal under instruction: in cases of infringements of a sufficiently serious nature to render continued employment difficult, where, however, extenuating circumstances exist, the offending Employee shall be dismissed after being advised to tender their resignation.
  - (5) Punitive dismissal: in cases of infringements of a sufficiently serious nature to render continued employment difficult and where no extenuating circumstances exist, the offending Employee shall be summarily dismissed without warning. This provision shall also apply to offending Employees who fail to act on advice to tender resignation as detailed in the forgoing Item 4.
3. The regulation defined in Paragraph 4, Article 17 shall apply in cases of punitive measures taken in accordance with the Item 1 through 5 of the preceding paragraph. This shall not apply, however, in cases of punitive measures taken against Employees within a probation period in accordance with the terms and

provisions of Paragraph 1, Article 10.

4. The regulation defined in Article 18 shall apply in cases where punitive measures are taken in accordance with the terms and provisions defined in Item 4 and 5, Paragraph 2 of this Article.

(Reprimands)

Article 34: In addition to the cases cited in the preceding Article, for the purposes of ensuring strict performance of duties and maintaining discipline, Employees may, where deemed necessary, be subject to reprimands, cautions (severe) or cautions (hereinafter referred to as "reprimands").

(Compensation for Damages)

Article 35: Employees causing damages to The University either deliberately or negligently, in addition to punitive measures or reprimands, defined in Article 33 and 34, may be liable for compensation for said damages in part or in whole.

## Chapter 9: Safety and Health

(Measures for the Maintenance of Safety and Health)

Article 36: In accordance with The Industrial Safety and Health Law (Law No. 57 of 1972) and other relevant and pertinent laws and ordinances, The University shall implement measures to ensure the promotion of the health of Employee and the prevention of hazards (including necessary preventative measures pertaining to hygiene: hereinafter referred to as "safety and health maintenance measures").

2. Employees shall observe the laws and ordinances pertaining to maintenance of safety, health and hygiene, comply with orders and instructions relating to the same issued by their immediate managers and shall cooperate with safety and health maintenance measures implemented by The University.
3. In addition to the provisions of 2 paragraphs above, safety and health maintenance measures shall be in accordance with Safety and Health Management Regulations of the University of Osaka.

(Education Pertaining to Safety and Health)

Article 37: Employees shall undergo training and education pertaining to safety and health conducted by The University.

(Measures for Emergencies and Disasters)

Article 38: Employees discovering a fire, or other emergencies, or circumstances that may lead to such emergencies, shall take emergency measures, promptly contact their immediate manager or other relevant Employees, follow the instructions issued by said manager or Employees, and make every effort to minimize consequent damage.

(Rules to be Observed Relating to Safety and Health)

Article 39: In order to maintain safety and health in The University, Employees shall observe the matters indicated as follows.

- (1) Employees shall follow the instructions and orders issued by their immediate manager relating to safety and health.
- (2) Employees shall, at all times, ensure cleanliness by maintaining order and tidiness in the workplace and shall make every effort to ensure heightening standards of fire prevention and hygiene.
- (3) Without permission from the University, Employees shall not move safety and hygiene equipment, or devices, fire-extinguishing equipment or other equipment designated to prevent hazards or shall also not enter areas where such equipment or devices are located.
- (4) Employees shall exercise caution with respect to machinery in operation.
- (5) Employees are allowed to smoke only in areas where ashtrays are provided, and also shall properly dispose of cigarette butts.
- (6) Employees shall use protective and safety equipment when its use is stipulated, and shall not engage in any acts that may affect its efficacy.

(Medical Examinations, etc.)

Article 40: Employees shall undergo a medical examination at the time of employment and once a year on a regular basis. Additionally, where necessary, extra medical examinations shall be conducted, targeting



the entire group of Employees or a part thereof.

2. In addition to medical examinations prescribed in the preceding paragraph, Employees engaged in work with the potential for harm or injury as defined by laws and ordinances shall be subject to special medical examinations.
3. In addition to medical examinations prescribed in preceding two paragraphs, Employees shall be subject to periodic examinations (Stress check test) (hereinafter, together with the periodic medical examinations prescribed in preceding two paragraphs, collectively referred to as the "Medical Examinations, etc." in the following paragraph) once a year on a regular basis to identify the level of mental stress that Employees are under.
4. In cases where deemed necessary based on the results of the Medical Examinations, etc., Employees may be subjected to such measures as work prohibition or restriction of working hours for the purposes of maintenance of the health of said Employees.
5. Employees shall not fail to undergo the medical examinations prescribed in Paragraphs 1 and 2 without valid reason, and shall not refuse to comply with the measures detailed in the preceding paragraph.

#### (Work Prohibition)

Article 41: Employees falling under any of the following categories shall be prohibited from working.

- (1) When there is a possibility that the Employees or persons living together, or residing in the neighborhood of said Employees is infected, or suspected of being infected with infectious disease.
- (2) In cases when continuing work may worsen the Employees' illness. .
- (3) The existence of circumstances relating to Items 1 and 2 above apply.
2. When Item 1 and 2 of the preceding Paragraph apply, the Employee shall promptly notify the relevant details to their immediate manager and follow the instructions issued by said managers.
3. In addition to the regulations prescribed in 2 paragraphs above, necessary measures relating to work prohibition shall be defined separately.

### Chapter 10: Business Trips

#### (Business Trips)

Article 42: When deemed necessary, the University may order Employees to go on business trips.

2. Upon completion of an assigned business trip, Employees undertaking said business trip shall promptly submit a report detailing the relevant information to their immediate managers.

#### (Travel Expenses)

Article 43: Travel expenses required for the business trips described in the preceding Article shall be determined separately.

### Chapter 11: Welfare

#### (Dormitory)

Article 44: Regulations for usage of dormitory by Employees shall be defined separately.

#### (Welfare Facilities)

Article 45: For welfare purposes, Employees shall be entitled to make use of the Staff Hall (Machikaneyama Hall).

### Chapter 12: Accident Compensation

#### (Work-related Accidents)

Article 46: Regulations pertaining to Employees who are victims of work-related accidents (work-related injuries, illness, disability or death) shall be determined in accordance with the LSL, The WACIL and The National University Corporation the University of Osaka Workers' Accident Compensation Regulations (hereinafter referred to as "Accident Compensation Regulations").

#### (Commuting Accidents)

Article 47: Regulations pertaining to Employees who are victims of commuting accidents (injuries, illness, disability or death relating to commuting) shall be determined in accordance with The WACIL and Accident Compensation Regulations.

#### Chapter 13: Retirement Allowance

(Retirement Allowance)

Article 48: Regulations pertaining to retirement allowances for Employees (except for Employees to whom the Salary Regulations for Specially appointed Staff, etc. apply) shall be determined in Regulations Pertaining to Retirement Allowance for National University Corporation the University of Osaka Limited Term Staff.

#### Chapter 14: In-house Inventions

(In-house Inventions)

Article 49: In the event that an Employee creates an in-house invention and The University accepts succession to the rights to said invention, said inventor shall be compensated in accordance with the University of Osaka Regulations Pertaining to Inventions and in cases where said invention is highly significant, it shall be awarded.

(Reversion of Rights)

Article 50: All implementation rights or copyrights relating to patents or new-device practical application rights pertaining to inventions, proposals or authorship produced in-house by an Employee shall, after the implementation of the necessary investigations, revert to The University. In cases where, however, The University transfers or allows third-party usage of such rights in part or in whole, the wishes of the Employee subject to this provision shall be respected.

#### Chapter 15 Special Cases Relating to Application of Work Regulations

(Special Cases Relating to Application of Work Regulations)

Article 51: When the University accepts an Employee who belongs to a private organization (hereinafter referred to as "transferring organization"), and said Employee remains employed to the transferring organization, these regulations (including relevant regulations) shall not apply, instead, the work regulations of said organization may be applied in accordance with contract of said organization.

2. Work conditions, rules of duties and other matters relating to employment for those who are dispatched by The University based on the Law on Dispatching of Judges, Public Prosecutors, and Other National Public Officers Engaged in Regular Services to Law Schools (Law No. 40 of 2003) shall be in accordance with such law, other relevant laws and ordinances and an agreement with such Employee and otherwise all the above matters shall be in accordance with these regulations (including relevant regulations).

#### Supplementary Provisions

(Date of Implementation)

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

(Interim Measures pertaining to Period of Employment Contract)

2. The period of employment contract defined in Paragraph 1, Article 2, which has been fixed before the date of implementation hereof by the Special Measures Law Concerning the Appointment of Foreign Academic Staff in National University (Law No. 89 of 1982) or the Act on Term of Office, shall be the remaining period of employment for the Academic Staff.

(Interim Measures pertaining to Retirement for Personal Reasons )

3. These regulations defined in Paragraph 2, Article 16, until further notice, shall be also required to apply to Academic Staff who has concluded the limited term of employment contract in accordance with terms and provisions of Article 14 of The LSL (except for the relevant Employees applied to Item 1 or 2, Paragraph 1 of this Article).

#### Supplementary Provision

The foregoing amendments shall be implemented from 1 January, 2005.

Supplementary Provision

The foregoing amendments shall be implemented from 19 October, 2005.

Supplementary Provision

The foregoing amendments shall be implemented from 1 April, 2006.

Supplementary Provision

The foregoing amendments shall be implemented from 24 July, 2006.

Supplementary Provision

The foregoing amendments shall be implemented from 30 October, 2006.

Supplementary Provision

The foregoing amendments shall be implemented from 1 November, 2006.

Supplementary Provisions

The foregoing amendments shall be implemented from 31 March, 2007.

Supplementary Provision

The foregoing amendments shall be implemented from 1 April, 2007.

Supplementary Provision

The foregoing amendments shall be implemented from 20 June, 2007. However, the amendments set forth in Article 15 shall be implemented from 1 July, 2007.

Supplementary Provision

The foregoing amendments shall be implemented from 1 October, 2007.

Supplementary Provision

The foregoing amendments shall be implemented from 19 February, 2008.

Supplementary Provision

The foregoing amendments shall be implemented from 1 April, 2009.

Supplementary Provision

The foregoing amendments shall be implemented from 1 April, 2010.

Supplementary Provision

The foregoing amendments shall be implemented from 26 April, 2010.

Supplementary Provision

(Date of Implementation)

1. The foregoing amendments shall be implemented from 1 April, 2013.

(Interim Measures)

2. In the case of the persons who have been serving, from or before the date preceding the date of implementation under the preceding paragraph (hereinafter referred to as the "Date of Implementation"), as the Employees whose period of employment contract is determined under the provision of Article 14 of The LSL, "5 years" referred to in Paragraph 2, Article 2 shall be deemed to be replaced with "6 years" (or, in the case of the staff members falling under the workers having advance level of expert knowledge, etc. defined in Item 1, Paragraph 1, Article 14 of The LSL, "10 years"). However, the period of employment contract shall not exceed 5 years from the date when the employment was concluded or renewed for the first time since or after the Date of Implementation.

Supplementary Provision

The foregoing amendments shall be implemented from 24 September, 2013. However, the amendment to delete Item 4, Article 45 shall apply from 1 September 2013, and the amendment to delete Item. 5, Article

45 shall apply from 1 April, 2014.

Supplementary Provision

The foregoing amendments shall be implemented from 1 January, 2014.

Supplementary Provision

The foregoing amendments shall be implemented from 1 April, 2014.

Supplementary Provision

The foregoing amendments shall be implemented from 1 April, 2015.

Supplementary Provision

The foregoing amendments shall be implemented from 1 April, 2015.

Supplementary Provision

The foregoing amendments shall be implemented from 1 April, 2016.

Supplementary Provision

The foregoing amendments shall be implemented from 1 June, 2016.

Supplementary Provision

The foregoing amendments shall be implemented from 1 January, 2017.

Supplementary Provision

(Date of Implementation)

1. The foregoing amendments shall be implemented from 14 December, 2019.

(Interim Measures)

2. Where it becomes obvious after the Date of Implementation of this amendment, that Employees fall under the provisions of Article 17, Paragraph 2, Item 1 prior to such Implementation date, the provisions then in force remain applicable, notwithstanding the provisions after the amendment.

Supplementary Provision

The foregoing amendments shall be implemented from 1 April, 2024.

Supplementary Provision

The foregoing amendments shall be implemented from 1 April, 2025.