

Special Personnel Regulations Pertaining to Limited Term Academic Staff of National University Corporation  
Osaka University

**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 official employment contracts have been 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 special cases pertaining to personnel matters with respect to full-time academic staff working at National University Corporation Osaka University (hereinafter referred to as "The University") employed on a fixed term basis (hereinafter referred to as "Employee(s)") in accordance with Item 2, Article 1 of The Work Regulations Pertaining to National University Corporation Osaka University Limited Term Staff (hereinafter referred to as "The Work Regulations").

(Definitions)

Article 2: The term "faculties, etc." shall be used within these regulations to refer to schools, faculties, graduate schools, research institutes, Osaka University Hospital, Osaka University Dental Hospital, university libraries, joint-use/national joint-use facilities and other organizations equivalent to the foregoing.

2. The term "dean" shall be used in these regulations to refer to deans of the faculties, etc. defined in the foregoing item.

(Selection for Employment)

Article 3: Employment of Employees shall be employed in accordance with the provisions of Item 1, Article 5 of The Work Regulations shall be based on a selection process.

2. The selection process cited in the foregoing item shall be implemented in accordance with criteria determined separately by the Education and Research Council (hereinafter referred to as "The Council") at faculty meetings or other decision-making bodies of the faculty, etc. to which the prospective Employee shall be assigned.

(Dismissal, etc. during Probation Period)

Article 4: Dismissal, etc. of Employee during the probation periods in accordance with the provisions of Item 2, Article 10 of The Work Regulations, or not to formally employ the said Employee at the end of the probation period shall be subject to deliberation at faculty meetings of the faculty, etc. to which the said Employee belongs and The Council.

(Work Assessment)

Article 5: Assessment of the work of Employees shall be carried out by the dean, etc. to which the said Employee belongs in accordance with the provisions of Article 11 of The Work Regulations.

2. Assessment of the work records of deans (only in cases in which Employees employed on a fixed term basis by The University are appointed as deans. This shall also apply to Item 2, Article 7 and Article 8 hereunder) in accordance with the provisions of Article 11 of The Work Regulations shall be carried out by The President.

(Leave of Absence, etc.)

Article 6: Leave of absence taken by Employees in accordance with the terms and provisions of Item 1, Article 12 of The Work Regulations shall be subject to deliberation by the Faculty Meeting, etc. and The Council etc. to which the said Employees belong and The Council.

2. The duration of leave of absence in accordance with the provisions of Item 1, Article 13 of The Work Regulations for reasons cited in No. 1, Item 1, Article 12 shall be subject to deliberation by The Council.

3. Notwithstanding the provisions of the foregoing Item 2, in special cases recognized by The Council, deliberations by the faculty meeting or The Council may be foregone.

(Dismissal, etc.)

Article 7: Dismissal, demotion, salary cut or punitive measures against Employees in accordance with the provisions of Item 1, Article 17, and Items 1 and 2, Article 33 of The Work Regulations (hereinafter referred to as "dismissal, etc.") shall be subject to deliberation by the faculty meeting of the faculty, etc. to which the said Employees belong.

2. Upon completion of deliberations by the faculty meeting cited in the foregoing item, the dean (in cases of demotion, salary cut or punitive measures of the dean in accordance with the provisions of Item 1, Article 17 of The Work Regulations, this duty shall fall to the person selected by the faculty meeting of the faculty, etc. concerned. This shall also apply to the provisions of foregoing article.) shall promptly inform a written notice to the Employee in question and The Council of the result of deliberations reached.
3. The Employees dissatisfied with the decision of dismissal, etc. may submit an appeal against the said decision to the President. The Appeals Investigation Committee shall carry out an investigation into said dismissal, etc. within a period of 2 weeks from receipt of the notice detailed in the foregoing item.
4. In cases of failure by the academic staff in question to lodge an appeal within the timeframe defined in Item 3 above, The Council shall promptly carry out investigation into said dismissal, etc., and notify the academic staff in question and the dean of the results of said investigation. This provision shall not, however, preclude prior investigation into the dismissal, etc., by the Appeals Investigation Committee at the instigation of The Council.
5. The Appeals Investigation Committee may, for the purposes of gathering of information, in cases of implementation of prior investigation in accordance with Item 3 above and the proviso defined in foregoing item, request the academic staff in question and relevant witness to appear before said committee to offer.
6. Upon completion of investigations, the Appeals Investigation Committee shall promptly inform The Council of the results of said investigations.
7. Based on the results of the investigations detailed in the foregoing item, The Council shall promptly carry out investigations into said dismissal, etc. and notify the results of the said investigations to the Employee and the dean concerned.
8. In addition to the terms provisions of the foregoing 5 items, procedures for the handling of appeals with dismissal, etc., shall be defined separately.

(Punitive Measures against Deans)

Article 8: Punitive measures against deans in accordance with the provisions of Items 1 and 2, Article 33 of The Work Regulations shall be subject to the investigation by the Board of Trustees.

2. Upon completion of the investigation detailed above, the Board of Trustees shall promptly submit a written notice of the results of the said investigation to the dean concerned.
3. Deans dissatisfied with the decision for punitive measures may submit an appeal against said decision to the Board of Trustees within a period of 2 weeks of receipt of the notice detailed in the foregoing item.
4. In addition to the provisions of the foregoing 3 items, procedures for the handling of appeals with punitive measures shall be defined separately.

(Training Opportunities)

Article 9: Employees shall be afforded training opportunities.

2. Employees shall be entitled, with the permission of the dean, to undergo training at locations separate to their places of work on condition that said training does not interfere with the normal implementation of the proper duties of the said Employees.
3. The University shall make every effort to make it possible for Employees to undergo long-term training at their current position.

Supplementary Provision

These regulations shall be implemented from 14<sup>th</sup> April 2004 and applied from 1<sup>st</sup> April 2004.

Supplementary Provision

The foregoing amendments shall be implemented from 1<sup>st</sup> April 2005.

Supplementary Provision

The foregoing amendments shall be implemented from 22<sup>nd</sup> September 2005.

Supplementary Provision

The foregoing amendments shall be implemented from 30<sup>th</sup> October 2006.

Supplementary Provision

The foregoing amendments shall be implemented from 1<sup>st</sup> April 2012.