

Rules Pertaining to Salary for National University Corporation Osaka University Part-time Staff (Temporary Full-time 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 official employment contracts have been concluded solely on the basis of the Japanese version of the Work Regulations.

Chapter 1: General Provisions

(Purpose)

Article 1: The purpose of these rules shall be to define regulations pertaining to salary for part-time staff (hereinafter referred to as "Employee(s)") who are employed by National University Corporation Osaka University (hereinafter referred to as "The University") and are eligible for application of Work Regulations for Osaka University Part-time Staff (Temporary Full-time Staff) in accordance with Article 20 of the said regulation.

(Applicable Laws and Ordinances)

Article 2: The salary of Employees shall be in accordance with The Labor Standards Law (Law No. 49 of 1947: hereinafter referred to as "The LSL") and other relevant laws and ordinances as well as the provisions of the rules set out herein.

(Types of Salary)

Article 3: The hourly wage and allowances defined in the employment contract (refers to a document issued when the employment contract is concluded) shall be paid to Employees as salary according to work performance.

2. Allowances shall consist of allowance for working in high places, allowance for handling of explosive substances, cadaver handling allowance, radiological material allowance, abnormal pressure allowance, overtime allowance, holiday allowance, night allowance and night/day allowance.

(Date of Payment of Salary)

Article 4: The full amount of salary for the previous month shall be paid on the 17th of each month or shall be paid on the 15th of the month in cases where the 17th of the month falls on a Sunday (or on the 18th of the month in cases where the 15th falls on a holiday), on the 16th in cases where the 17th falls on a Saturday and on the 18th in cases where the 17th falls on a holiday (applicable to Mondays only). However, in cases where this is not possible due to administrative reasons, payment of said salary may be paid on dates other than the foregoing.

2. Notwithstanding the provisions of Item 1, in cases where request is lodged in order to meet costs in cases of the emergencies detailed hereunder, early payment of salary shall be made. The foregoing provision shall also apply in cases where the Employee in question retires (including non-renewal or dismissal), or in other cases in which The University recognizes the need for early payment.

(1) In cases where the Employee in question, or persons dependent upon the income of said Employee become burdened with costs arising from marriage, birth, illness, calamity or death.

(2) In cases where the Employee in question, or persons dependent on the income of said Employee are unavoidably required to return to their hometown for a period of more than 1 week.

(Basic Regulations pertaining to Payment of Salary)

Article 5: Salary shall be paid in full directly to Employees in cash.

2. Notwithstanding the provisions of the foregoing item, the following shall be deducted from said salary.

(1) Income tax collected at the source

(2) Japan Health Insurance Association -managed health insurance cost

(3) Social security pension premiums

(4) Unemployment insurance premiums

(5) In addition to the foregoing categories, amounts recognized as deductible from salary in accordance with the agreement in accordance with the proviso of Item 1, Article 24 of The LSL.

3. Notwithstanding the provisions of Item 1, salary may, with the consent of the Employee in question, be paid into a stipulated savings account in a bank or other financial institution.

Chapter 2: Hourly Wage

(Payment of Hourly Wage)

Article 6: Hourly Wage shall be paid to Employees in accordance with the hourly wage tables hereunder.

(Classification of Hourly Wage Tables)

Article 7: Classification of hourly wage tables is detailed hereunder.

- (1) Hourly Wage Table for Employees in Regular Service (Separate Table 1)
 - a) Hourly Wage Table for Employees in Regular Service (I)
 - b) Hourly Wage Table for Employees in Regular Service (II)
 - (2) Hourly Wage Table for Employees in Medical Service (Separate Table 2)
 - a) Hourly Wage Table for Employees in Medical Service (A)
 - b) Hourly Wage Table for Employees in Medical Service (B)
 - (3) Hourly Wage Table for Employees in Educational Service (Separate Table 3)
 - a) Hourly Wage Table for Employees in Educational Service (I)
2. The amount of hourly wage defined in the hourly wage tables cited in the foregoing item shall be subject to change in accordance with such considerations as the status of civil service salary revisions as well as the financial standing of The University.

(Determination of Hourly Wage)

Article 8: The hourly wage for Employee shall be determined with due consideration given to the work content at the time of conclusion of employment contract, academic background, licenses, qualifications or work record, etc. of the Employee in question and, notwithstanding the amendments of Item 2 of the foregoing article, for the duration of validity of the employment contract, the amount of hourly wage shall not, as a basic rule, be increased/decreased, with the exception of the time of renewing.

(Calculation of Salary for 1 Hour of Work)

Article 8-2: The hourly wage stipulated in the provisions of Article 16 through 18 shall, in cases where work carried out by the Employee in question is subject to payment of allowance for working in high places, allowance for handling of explosives, cadaver handling allowance, radiological material allowance or abnormal pressure allowance, be calculated based on addition of the amount of allowances for 1 hour (in cases of allowances paid in units of 1 day, said amount shall be divided by the average number of working hours per day in 1 week and in cases of allowances paid in units of 1 month, said amount shall be divided by the average number of working hours in 1 month and the resulting amounts taken as the amount for 1 hour) to the amount defined in the foregoing article.

(Calculation of Fractions)

Article 8-3: In cases where calculation of the amount of overtime allowance, holiday allowance or night allowance paid for 1 hour of work in accordance with the provisions of Articles 16 through 18 produces an amount including a fraction of less than 0.5 yen, said fraction shall be rounded down to the nearest 1 yen and in cases where the calculation produces an amount including a fraction more than 0.5 yen and less than 1 yen, said fraction shall be rounded up to the nearest 1 yen.

Chapter 3: Allowances

(Commuting Allowance)

Article 9: Deleted

(Allowance for Working in High Places)

Article 10: Allowances for working in high places shall be paid to Employees belonging to the Department of Facilities of The University engaged in supervision of building and repairs in unstable places of a height of 15 meters or more above ground level.

2. The amount of the allowance cited in the foregoing item shall be 200 yen (300 yen for work in places of a height of 30 meters or more above ground level) for each day of said work and shall be 60% of the same for periods of work less than 4 hours.

(Allowance for Handling of Explosive Substances)

Article 11: Allowances for the handling of explosive substances shall be paid to Employees to whom Basic Salary Table (1) is applicable and who are engaged in work involving the production of high-pressure gas or the filling up of high-pressure gas containers.

2. The amount of the allowance cited in the foregoing item shall be 300 yen for each day of work and 180 yen for periods of work less than 4 hours.

(Cadaver Handling Allowance)

Article 12: Cadaver handling allowances shall be paid for each day of such work in the cases detailed hereunder. However, in cases where Employees are engaged in both types of work detailed in No. 1 and 2 within the same day, the allowance cited in No. 2 shall not be paid.

(1) Employees belonging to the School of Medicine or the Graduate School of Medicine to whom the Regular Service Basic Salary Table applies shall be paid an allowance of 3,200 yen for work involving the processing of bodies.

(2) Employees to whom the Regular Service Basic Salary Table apply involved in the receipt or transport of cadavers from sources external to The University necessary for the research and educational purposes shall be paid an allowance of 1,000 yen.

(Radiological Material Allowance)

Article 13: Radiological material allowance shall be paid to Employees engaged in the work detailed hereunder.

(1) Radiology technicians, X-ray technicians, X-ray assistants under orders to carry out work of the same nature engaged in work involving the risk of exposure to X-rays or other radiation exposed to actual external radiation dosage the measured value of which is 100 micro Sieverts or more for a period from the first to the last day of a month.

(2) In addition to the provisions of the foregoing item, Employees engaged in work involving radiation within an area under the administration of a facility as defined in Article 2 of the Osaka University Rules Concerning Prevention of Radiation Hazards exposed to actual external radiation dosage the measured value of which is 100 micro Sieverts or more for a period from the first to the last day of a month.

2. The amount of the allowances for the cases cited the foregoing item shall be 7,000 yen per month for the situations defined in the same item.

(Abnormal Pressure Allowance)

Article 14: Employees engaged in work treatment or clinical experiments involving the use of high pressure detailed hereunder within high-pressure treatment rooms shall be paid an abnormal pressure allowance.

2. The amount of the allowances detailed in the foregoing item shall be paid per hour of work as cited hereunder.

Abnormal Pressure Classification	Amount of Allowance
Up to 0.2 mega Pascals	210 yen
Up to 0.3 mega Pascals	560 yen
Over 0.3 mega Pascals	1,000 yen

(Night Nursing Allowance)

Article 15: Deleted

(Overtime Allowance)

Article 16: Employees ordered to work overtime in accordance with Item 1, Article 5 of the Rules Pertaining to Working Hours, Holidays and Leave for National University Corporation Osaka University Temporary Full-time Staff (hereinafter referred to as "Working Hour Regulations") shall be paid an hourly overtime allowance in the amount of 125% of the corresponding hourly wage for each hour of said overtime (150% in the case of night overtime).

2. Notwithstanding the provisions of the foregoing Item, if the hours of said overtime work (including the hours of holiday work (excluding the work on a statutory holiday) set forth in the following Article) exceed 60 hours per month, Employees shall be paid an hourly overtime allowance in the amount of 150% of the corresponding salary for each hour of the overtime in excess of 60 hours (175% in the case of night overtime).

(Holiday Allowance)

Article 17: Employees ordered to work on holidays in accordance with the provisions of Item 1, Article 5 of The Working Hour Regulations shall be paid an hourly allowance in the amount of 135% (160% in the case of night overtime) of the corresponding hourly wage for each hour of said work.

(Night Allowance)

Article 18: Employees ordered to work at night in accordance with the provisions of Item 1, Article 7 of The Working Hour Regulations shall be paid an hourly allowance in the amount of 125% of the corresponding hourly wage for each hour of said work (with the exception of cases where, in accordance with the provisions of the foregoing 2 articles, overtime or holiday allowance is paid for working hours including night hours during which the Employee in question is ordered to work).

(Night/Day Allowance)

Article 19: Employees ordered to engage in night/day work in accordance with the provisions of Item 1, Article 10 of the Working Hour Regulations shall be paid a night/day allowance in accordance with provisions determined separately.

(No Multiple Allowances)

Article 19-2: The allowance for the handling of explosive substances shall not be paid on the date when the allowance for working in high places is paid. However, in cases where the amount of the exempted allowance for the handling of explosive substances exceeds the amount of the allowance for working in high places, the allowance for the handling of explosive substances shall be paid instead of the allowance for working in high places.

Chapter 4: Implementation of Regulations

(Requirements for Implementation)

Article 20: The requirements for implementation of these regulations shall be determined separately.

Supplementary Provisions

(Date of Implementation)

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

(Interim Measures relating to Agreement to Payment of Salary into Bank Accounts)

2. Notwithstanding the provisions of Item 3, Article 5, based on the consent of Employees, if salaries were paid into their bank accounts 2 days before the day of these regulations are applied (hereinafter referred to as "day of application"), before The University attaining its status as National University Corporation, in such case The University shall consider that Employees agreed to the continuation of salaries to be paid into their bank accounts after the day of application.

(Interim Measures relating to Payment of Hourly Wage)

3. Notwithstanding the provisions of Article 6 herein, Employees who have been paid regardless of the scope of Hourly Wage Table applied to other daily Employees of Osaka University prior to acquisition of National University Corporation status, for the time being, shall be entitled to receipt of hourly wages according to the previous examples. (This is applicable only to members who were continuously employed as Employees after 1st April 2004 under Article 1 of these rules.)

Supplementary Provision

The foregoing amendments shall be implemented from 1st October 2004.

Supplementary Provisions

(Date of Implementation)

1. The foregoing amendments shall be implemented from 1st April 2005.

(Interim Measures relating to Payment of Salary)

2. Notwithstanding the provisions of Item 2, Article 3 and Chapter 3, Employees who have been employed as Employees on the day before the date of implementation as referred to in the foregoing items, for the time being, shall be entitled to receipt of its salary according to the previous examples.

3. Employees who are eligible for application of Interim Measures relating to Payment of Salary under the provisions of foregoing items and were employed as daily Employees by Osaka University prior to acquisition of Corporation status between the periods of 1st April 1980 and 22nd July 1980 shall be paid from 1st October 2005 regardless of the scope of the Hourly Wage Table conventionally applied. (This is applicable only to members who were continuously employed as Employee after 1st April 2004 under Article 1 of these rules.)

Supplementary Provision

The foregoing amendments shall be implemented from 16th May 2005 and applied from 1st April 2005.

Supplementary Provision

The foregoing amendments shall be implemented from 1st December 2005.

Supplementary Provisions

The foregoing amendments shall be implemented from 1st April 2006 and the following amendments shall be applied from the corresponding dates shown.

(1) Amendments in Separate Table 1 and 3 (Limited to the segment that changed from "Maniwa-gun, Okayama" to "Maniwa-shi, Okayama"): 31st March 2005

(2) Amendments in Separate Table 1 and 3 (Limited to the segment that changed from "Yoshino-gun, Nara" to "Gojo-shi, Nara"): 25th September 2005

(3) Amendments in Separate Table 1 and 3 (Limited to the segment that changed from "Sayo-gun, Hyogo" to "Sayo-cho, Hyogo"): 1st October 2005

Supplementary Provision

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

Supplementary Provision

The foregoing amendments shall be implemented from 1st April 2008.

Supplementary Provision

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

Supplementary Provision

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

Supplementary Provision

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

Supplementary Provisions

(Date of Implementation)

1. The foregoing amendments shall be implemented from 28th November 2011 and applied from 11th March 2011.

(Allowance for Disaster Emergency Operations, etc.)

2. Notwithstanding Item 2, Article 3, Employees who engage in operations to address a large-scale natural disaster, etc. may, for the present time, be entitled to receive the allowance for disaster emergency operations, etc. as separately prescribed.

3. Notwithstanding Item 2, Article 8, if certain work falls into the operation to which the allowance for disaster emergency operations, etc. is paid, the amount of salary for 1 hour of work stipulated in the provisions of item 3, Articles 16 through 18 shall be the hourly amount of the allowance for the operation (the amount obtained by dividing the allowance amount by 8) plus the amount stipulated in Article 8.

(Prohibition on Multiple Payments)

4. The number of days for which the allowance for disaster emergency operations, etc. is paid shall be excluded from the period for which the effective dose of external radiation is measured under each sub-item of Item 1, Article 13.

Hourly Wage Tables for National University Corporation Osaka University Part-time Employees
(Temporary Full-time Staff)

Separate Table 1

Hourly Wage Table for Employees in Regular Service

a) Hourly Wage Table for Employees in Regular Service (I)

This hourly wage table shall apply to Assistant administrative staff, Assistant administrative staff S, Assistant technical staff and Assistance technical staff S, provided that the amounts in the brackets are the hourly wages for the Employees who work at the facilities of The University located in places other than Osaka-shi (Osaka), Suita-shi (Osaka), Toyonaka-shi (Osaka), Ibaraki-shi (Osaka), Hirakata-shi (Osaka), Minoo-shi (Osaka) and Amagasaki-shi (Hyogo). The range of work required to adjust the amount of hourly wages in consideration of the particulars of the work in question shall be separately defined.

Rank	Level	Hourly Wage (yen)	Hourly Wage (Adjustment 1) (yen)
A	1	3,181 (2,908)	3,244
A	2	2,653 (2,429)	2,708
A	3	2,117 (1,941)	2,172
B	1	1,723 (1,581)	1,765
B	2	1,518 (1,396)	1,551
B	3	1,347 (1,239)	1,379
C	1	1,225 (1,129)	1,257
C	2	1,144 (1,053)	1,176
C	3	1,062 (980)	1,095

b) Hourly Wage Table for Employees in Regular Service (II)

This hourly wage table shall apply to assistant technician and assistant laborer, provided that the amounts in the brackets are the hourly wages for the Employees who work at the facilities of The University located in places other than Osaka-shi (Osaka), Suita-shi (Osaka), Toyonaka-shi (Osaka), Ibaraki-shi (Osaka), Hirakata-shi (Osaka), Minoo-shi (Osaka) and Amagasaki-shi (Hyogo). The range of work required to adjust the amount of hourly wages in consideration of the particulars of the work in question shall be separately defined.

Rank	Level	Hourly Wage (yen)	Hourly Wage (Adjustment 1) (yen)	Hourly Wage (Adjustment 2) (yen)	Hourly Wage (Adjustment 3) (yen)
A	1	1,983 (1,819)	2,032	2,080	2,129
A	2	1,786 (1,641)	1,835	1,883	1,932
A	3	1,601 (1,470)	1,638	1,677	1,716
B	1	1,403 (1,290)	1,440	1,478	1,518
B	2	1,225 (1,130)	1,261	1,296	1,333
B	3	1,053 (972)	1,089	1,126	1,160

Separate Table 2

Hourly Wage Table for Employees in Medical Service

a) Hourly Wage Table for Employees in Medical Service (A)

This hourly wage table shall apply to Assistant technical Staff (medical) and Assistant technical staff (medical) S. The range of works required to adjust the amount of hourly wages in consideration of the particulars of the work in question shall be separately defined.

Rank	Level	Hourly Wage (yen)	Hourly Wage (Adjustment 1) (yen)	Hourly Wage (Adjustment 2) (yen)
A	1	3,131	3,194	3,257
A	2	2,780	2,843	2,905
A	3	2,511	2,565	2,616
B	1	2,267	2,321	2,373
B	2	2,078	2,131	2,183
B	3	1,894	1,948	1,999
C	1	1,777	1,830	1,881
C	2	1,674	1,715	1,754
C	3	1,544	1,582	1,623

b) Hourly Wage Table for Employees in Medical Service (B)

This hourly wage table shall apply to Assistant technical staff (nursing) and Assistant technical Staff (nursing) S. The range of works required to adjust the amount of hourly wages in consideration of the particulars of the work in question shall be separately defined.

Rank	Level	Hourly Wage (yen)	Hourly Wage (Adjustment 1) (yen)	Hourly Wage (Adjustment 2) (yen)
A	1	2,519	2,584	2,649
A	2	2,320	2,384	2,448
A	3	2,124	2,188	2,253
B	1	1,962	2,027	2,091
B	2	1,788	1,841	1,892
C	1	1,654	1,703	1,752
C	2	1,550	1,594	1,639

Separate Table 3

Hourly Wage Table for Employees in Educational Service

a) Hourly Wage Table for Employees in Educational Service (A)

This hourly wage table shall apply to assistant educational supporting staff and assistant educational supporting staff S, provided that the amounts in the brackets are the hourly wages for the Employees who work at the facilities of The University located in places other than Osaka-shi (Osaka), Suita-shi (Osaka), Toyonaka-shi (Osaka), Ibaraki-shi (Osaka), Hirakata-shi (Osaka), Minoo-shi (Osaka) and Amagasaki-shi (Hyogo). The range of work required to adjust the amount of hourly wages in consideration of the particulars of the work in question shall be separately defined.

Rank	Level	Hourly Wage (yen)	Hourly Wage (Adjustment 1) (yen)
A	1	2,057 (1,886)	2,117 (1,942)
A	2	1,853 (1,699)	1,912 (1,754)
A	3	1,664 (1,528)	1,724 (1,582)
B	1	1,521 (1,398)	1,580 (1,453)
B	2	1,379 (1,268)	1,439 (1,323)
B	3	1,236 (1,138)	1,297 (1,193)