

National University Corporation University of Fukui Work Rules for Non-Japanese Researchers

April 1, 2004

University of Fukui Rule No. 11

(Purpose)

Article 1. The purpose of these Rules is to provide for the matters concerning the employment of non-Japanese researchers at National University Corporation University of Fukui (hereinafter referred to as the “University”) under the provisions of Article 89 of the Labor Standards Act (Act No. 49 of 1947; hereinafter referred to as the “Labor Standards Act”).

(Definitions)

Article 2. The term “non-Japanese researcher” as used in these Rules shall mean the full-time non-Japanese researchers invited by the University in order to participate in joint research at the joint education and research facilities of National University Corporation University of Fukui (hereinafter referred to as the “University”) and employed for a contract period within one year.

(Compliance)

Article 3. The University and non-Japanese researchers shall, in their respective capacities, comply faithfully with these Rules and endeavor to put them into practice.

(Hiring)

Article 4. The hiring of non-Japanese researchers shall be done through screening process.

2. Concerning the method used for the screening process in the previous paragraph, the provisions of Article 5 of the Regulations on Personnel Affairs of the University of Fukui, a National University Corporation (University of Fukui Regulation No. 5 of 2004) shall apply with the necessary modifications.

(Employment Period)

Article 5. The employment period of non-Japanese researchers shall not exceed one year. If a non-Japanese researcher is hired in the middle of a fiscal year, the employment period shall end on the last day of that fiscal year.

2. The employment period in the preceding paragraph may be renewed as necessary.

(Conclusion of a Contract)

Article 6. When hiring a non-Japanese researcher, a contract shall be concluded.

2. The contract in the preceding paragraph shall be prepared in Japanese and a foreign language in which the non-Japanese researcher is able to understand the details of the contract. However, if the non-Japanese researcher is fully capable of understanding the details of the contract in Japanese, the contract may be prepared in Japanese only.

(Termination of Employment)

Article 7. A non-Japanese researcher shall retire in any of the following cases.

- (1) When the employment period has expired
- (2) When the non-Japanese researcher requests to retire for personal reasons and such request is approved by the President
- (3) When the non-Japanese researcher has died
(Termination of contract)

Article 8. The President may terminate the contract with a non-Japanese researcher if any of the following cases apply, even during the employment period:

- (1) When the non-Japanese researcher is absent from work continuously for more than 90 days due to illness
- (2) When the non-Japanese researcher otherwise lacks the aptitude necessary to perform the duties
(Salary)

Article 9. The salary of non-Japanese researchers shall be the basic salary and allowances.

2. The allowances in the preceding paragraph shall be a regional allowance and commuting allowance.
(Basic Salary)

Article 10. The basic salary of non-Japanese researchers shall be as specified in Appended Table 1.

2. There are two types for the basic salary in the preceding paragraph: A and B. Type A shall apply to researchers with extremely remarkable research results.
3. The researchers to whom the type B is applied shall be determined in accordance with Appended Tables 2 and 3 based on the calculation using the years of experience after graduating a university or community college.
(Allowances)

Article 11. The regional allowance and commuting allowance shall be paid in accordance with the provisions of Article 14 and Article 16 of the Salary Regulations of the University of Fukui, a National University Corporation (University of Fukui Regulation No. 7 of 2004, hereinafter referred to as the "Salary Regulations")

(Salary Payment)

Article 12. Salary payment date shall be pursuant to Article 4 of the Salary Regulations.

2. If the employment period commences or ends in the middle of a month, the amount shall be pro-rated on a daily basis pursuant to the provisions of Article 40 of the Salary Regulations.
(Residence)

Article 13. As the residence for non-Japanese researchers, a building owned by the University shall be used. However, if there is no appropriate building, a privately owned building may be rented.

2. In the case of the preceding paragraph, the amount set forth based on the calculation using the standard amount of fee-based accommodations pursuant to Article 13 of the Regulations on Employee Housing of the University of Fukui, a National University Corporation (University of

Fukui Regulation No. 32 of 2016) shall be collected as the usage fee.

(Cost of utilities)

Article 14. The cost of electricity, gas, and water consumed for daily life at the residence shall be borne by the non-Japanese researcher.

Article 15. When a non-Japanese researcher arrives at the University or returns home, the rail fares, ferry fares, airfares, carfares, daily allowance, accommodation fees, and other miscellaneous travel expenses required for the most economic normal route and method for the travel (hereinafter referred to as “Travel Expenses”) shall be paid to the non-Japanese researcher. However, in the case of Travel Expenses for returning home, the expenses shall be paid only when the non-Japanese researcher returns home within three months from the day following the date of expiration of the period of the employment contract.

2. In addition to the provisions in the preceding paragraph, the matters necessary for the provision of Travel Expenses shall be governed by the Regulations on Travel Expenses of the University of Fukui, a National University Corporation (University of Fukui Regulation No. 27 of 2004).

(Invited Professor, etc.)

Article 16. Pursuant to the provisions of Regulations on Granting Titles Such As Invited Professor of the University of Fukui, a National University Corporation (University of Fukui Regulation No. 72 of 2010), a title of invited professor or invited associate professor may be granted to non-Japanese researchers.

(Application of Employee Work Rules)

Article 17. Among the provisions of the Employee Work Rules, the provisions of Article 8 (Clear Indication of the Working Conditions), Article 22 (Procedures for Retirement for Personal Reasons), Article 27 (Restrictions on Dismissal), Article 28 (Notice of Dismissal), Article 29 (Certificates of Retirement and Certificates of Grounds for Dismissal), Article 33 (Obligation of Good Faith), Article 34 (Obligation of Devotion to Duty), Article 35 (Periods Exempted from the Obligation of Devotion to Duty), Article 36 (Work Discipline), Article 37 (Matters To Be Observed), Article 38 (Ethics of Employees), Article 39 (Measures Against Harassment), Article 40 (Concurrent Employment and Engagement in Other Undertakings, etc.), Article 41 (Intellectual Property Rights), Article 42 (Working Hours), Article 43 (Starting and Finishing Times, and Break Periods), Article 44 (Special Provisions on Working Hours), Article 45 (Work Outside the Workplace), Article 46 (Overtime and Late-night Work, Work on Days Off, and Early or Late Shift), Article 47 (Break Periods During Overtime Work), Article 48 (Work during Disasters), Article 50 (Attendance Book), Article 51 (Days Off), Article 52 (Substitution of Days Off), Article 53 (Substitute Days Off), Article 54 (Substitution of Days Off, and Procedures for Substitute Days Off), Article 55 (Types of Paid Leave), Article 56 (Annual Paid Leave), Article 56-2 (Specifying the Period of Annual Paid Leave), Article 57 (Request for Annual Paid Leave), Article 58 (Units of Annual Paid Leave), Article 59 (Sick Leave), Article 60

(Procedures for Sick Leave), Article 61 (Special Leave), Article 62 (Procedures for Special Leave), Article 63 (Units for Granting Leave), Article 64 (Childcare Leave, Partial Childcare Leave, or Reduced Working Hours for Childcare), Article 65 (Family Care Leave or Partial Family Care Leave), Article 66 (Employee Training), Article 67 (Commendations), Article 68 (Grounds for Disciplinary Action), Article 69 (Types of Disciplinary Action, etc.), Article 70 (Reprimands, etc.), Article 71 (Compensation for Damage), Article 72 (Safety and Health Management), Article 73 (Obligation of Cooperation), Article 74 (Safety and Health Education), Article 75 (Emergency Measures), Article 76 (Matters To Be Observed regarding Safety and Health), Article 77 (Medical Examinations), Article 78 (Prohibition of Work), Article 79 (Compensation for Work-related Accidents), Article 80 (Commuting Accidents), Article 81-2 (Childcare Facilities), and Article 82 (Handling of Complaints) shall apply to non-Japanese researchers with the necessary modifications.

Supplementary Provisions

- (1) These Rules shall come into force on April 1, 2004.
- (2) If a non-Japanese teacher employed as of March 31, 2004, continues to be employed by the University, concerning annual paid leave, notwithstanding the provision of Article 56 of the Employee Work Rules, the prior provisions shall apply.
- (3) The length of service set forth in Article 13, Article 16, and Article 18 shall include the length of service prior to the enforcement date when a non-Japanese teacher employed as of March 31, 2004 continues to be employed by the University.

Supplementary Provisions (University of Fukui Rule No. 8, March 9, 2005)

These Rules shall come into force on April 1, 2005.

Supplementary Provisions (University of Fukui Rule No. 6, March 22, 2006)

These Rules shall come into force on April 1, 2006.

Supplementary Provisions (University of Fukui Rule No. 17, December 20, 2006)

These Rules shall come into force on December 20, 2006.

Supplementary Provisions (University of Fukui Rule No. 7, March 22, 2007)

These Rules shall come into force on April 1, 2007.

Supplementary Provisions (University of Fukui Rule No. 5, March 19, 2008)

These Rules shall come into force on April 1, 2008.

Supplementary Provisions (University of Fukui Rule No. 8, March 17, 2009)

These Rules shall come into force on April 1, 2009.

Supplementary Provisions (University of Fukui Rule No. 4, February 16, 2010)

These Rules shall come into force on February 16, 2010, and the provisions of the revised National University Corporation University of Fukui Work Rules for Non-Japanese Researchers shall apply from April 1, 2009.

Supplementary Provisions (University of Fukui Rule No. 19, December 1, 2010)

These Rules shall come into force on April 1, 2011.

Supplementary Provisions (University of Fukui Rule No. 6, March 18, 2015)

These Rules shall come into force on April 1, 2015.

Supplementary Provisions (University of Fukui Rule No. 5, March 15, 2016)

These Rules shall come into force on April 1, 2016.

Supplementary Provisions (University of Fukui Rule No. 18, July 20, 2016)

These Rules shall come into force on July 20, 2016.

Supplementary Provisions (University of Fukui Rule No. 43, December 21, 2016)

These Rules shall come into force on January 1, 2017.

Supplementary Provisions (University of Fukui Rule No. 4, March 20, 2019)

These Rules shall come into force on April 1, 2019.

Appended Table 1

Table of monthly basic salaries for non-Japanese researchers

Classification		Monthly regular salary						
Type A		818,000 yen						
Type B	Period of employment	Rank and monthly regular salary						
		1	2	3	4	5	6	7
	At least 6 months	368,000 yen	418,000 yen	469,000 yen	517,000 yen	564,000 yen	611,000 yen	648,000 yen
	Less than 6 months	321,000 yen	365,000 yen	410,000 yen	452,000 yen	492,000 yen	534,000 yen	566,000 yen

Appended Table 2

Table of criteria for determining the ranks for non-Japanese researchers (to whom Type B is applicable)

Rank	Years of experience after graduating a university	Years of experience after graduating a community college
1	0 year to less than 2 years	0 year to less than 5 years
2	2-7	5-10
3	7-12	10-15
4	12-19	15-22
5	19-26	22-29
6	26-32	29-35

7	32+	35+
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Appended Table 3

Years of experience conversion table

Career		Conversion rate
Length of service as an employee at a public institution such as a foreign government or educational/research institution	Length of service as an education/research staff member	100/100
	Other length of service	80/100
Academic history or length of enrollment at an educational institution equivalent to a school (within the normal years of education)		100/100
Length of service as an employee at a private company		80/100
Terms of enlistment in the armed forces, length of service as a pastor or nun		80/100
Other length of service	Length in which the non-Japanese researcher engaged in teaching or research work and the experience gained from the work is deemed to be directly useful	100/100
	Other length of service	50/100