

* The Japanese version is the authoritative version and this English translation is intended for reference purposes only. Should any discrepancies or doubts arise between the two versions, the Japanese version will prevail.

The University of Tokyo Regulations on Re-employment of Academic and Administrative Staff

Established: The University of Tokyo Rules No. 21; April 1, 2004
Revised: The University of Tokyo Rules No. 118; March 30, 2006
Revised: The University of Tokyo Rules No. 120; March 26, 2007
Revised: The University of Tokyo Rules No. 90; March 25, 2008
Revised: The University of Tokyo Rules No. 86; March 26, 2009
Revised: The University of Tokyo Rules No. 30; September 26, 2013
Revised: The University of Tokyo Rules No. 114; March 26, 2015
Revised: The University of Tokyo Rules No. 31; December 15, 2016
Revised: The University of Tokyo Rules No. 74; March 22, 2017
Revised: The University of Tokyo Rules No. 96; March 22, 2019

Article 1 Purpose

The purpose of these Regulations is to provide for necessary matters concerning the re-employment of academic and administrative staff who retire having reached mandatory retirement age pursuant to Article 21 of the University of Tokyo Rules on Conditions of Employment of Academic and Administrative Staff (Rules No. 11 of 2004; hereinafter referred to as the “Rules on Conditions of Employment”).

Article 2 Eligibility

Any academic and administrative staff members (excluding University academic staff members defined in Article 2, item (1) of the University of Tokyo Regulations on Conditions of Employment of Academic Staff (Rules No. 16 of 2004)) who fall under any of the following and wish to be re-employed are considered eligible for re-employment. However, anyone who was dismissed based on Article 22 of the Rules on Employment shall be excluded.

- (1) Members who took mandatory retirement in the academic year immediately preceding the academic year of re-employment; and
- (2) Members who, following mandatory retirement from the University of Tokyo (hereinafter referred to as the “University”) or retirement as a re-employed staff member of the University, were employed by the University as a project senior specialist or a project

specialist pursuant to the University of Tokyo Regulations on Conditions of Employment of Fixed-term Project Academic and Administrative Staff (Rules No. 20 of 2004) or the University of Tokyo Regulations on Conditions of Employment of Fixed-term, Part-time Project Academic and Administrative Staff (Rules No. 35 of 2004), and who retired from that position due to completion of their period of service.

Article 3 Method of Re-employment

Re-employment shall be offered to eligible persons with appropriate knowledge and skills to ensure the efficient performance of the project, for a period of up to one year (that period is required to end by the first March 31 following re-employment; the same shall apply hereinafter).

Article 4 Probationary Period

Academic and administrative staff members who are re-employed (hereinafter referred to as “re-employed employees”) shall not be required to undergo a probationary period.

Article 5 Termination and Renewal of Re-employment

1. Re-employment shall terminate at the completion of the period provided for in Article 3, or, in the case of renewal of the re-employment period made pursuant to the following paragraph, completion of the renewed period of re-employment,
2. If the re-employed employees so wish, they may renew their re-employment for a period of up to one year. On these occasions the proviso of Article 2 and provisions prescribed in Article 3 shall apply.

Article 6 Re-employment Age Limit

Periods of re-employment set pursuant to Article 3 and paragraph 2 of the preceding Article may not last beyond the first March 31 on or after the re-employed employee’s 65th birthday.

Article 7 Paid Leave

1. The amount of annual paid leave available to staff members who are made re-employed employees immediately after mandatory retirement shall be the number of annual paid leave days and hours that remain unused at the time of their mandatory retirement.
2. If the period of re-employment is renewed pursuant to Article 5, paragraph 2, the amount of annual paid leave shall be the number of annual paid leave days and hours that remain unused on the day before their renewal takes effect.

Article 8 Other Matters Concerning Working Hours and Paid Leave

In addition to the provisions in the preceding Article, the provisions of the University of Tokyo Rules on Working Hours and Paid Leave, etc. for Academic and Administrative Staff (Rules

No. 13 of 2004) shall apply *mutatis mutandis* to matters concerning working hours and paid leave for re-employed employees.

Article 9 Compensation

1. The University of Tokyo Rules on Compensation for Academic and Administrative Staff (Rules No. 12 of 2004; hereinafter referred to as the “Rules on Compensation”) shall apply *mutatis mutandis* to matters concerning compensation for re-employed employees, unless otherwise provided for in this Article.
2. The monthly salary for re-employed employees, and the application of salary tables and job grades in cases where the Rules on Compensation apply *mutatis mutandis* shall be governed by the provisions prescribed separately.
3. The managerial personnel allowance, starting salary adjustment allowance, dependent allowance, housing allowance, end of semester bonus, diligence bonus, and special end of semester bonus prescribed in Chapter 4 of the Rules on Compensation shall not be paid to re-employed employees.
4. The end of semester bonus and diligence bonus for re-employed employees shall be paid in summer and winter to re-employed employees employed on June 1 and December 1, respectively. The day of payment, amount and any other necessary matters shall be prescribed separately.
5. The monthly amount of the special allowance for academic staff in compulsory education shall be prescribed separately.

Article 10 Retirement Allowances

Retirement allowances shall not be paid to re-employed employees.

Article 11 Disciplinary Action

Re-employed employees may be disciplined if they commit any act during their period of employment as University academic and administrative staff (up to the day of mandatory retirement) subject to disciplinary action under Article 38 of the Rules on Conditions of Employment.

Article 12 External Assignment for Training

The University of Tokyo Regulations on External Assignment of Academic and Administrative Staff for Training Involving Research Duties (Rules No. 23 of 2004) shall not apply to re-employed employees.

Article 13 Application of Rules on Conditions of Employment

In addition to conditions provided for in these Regulations, the Rules on Conditions of

Employment (excluding Articles 3, 8, 18, 19 and 51) shall apply *mutatis mutandis* to re-employed employees.

Supplementary Provisions

Effective Date

1. These Regulations shall come into force on April 1, 2004.

Transitional Measures

2. In the case of re-employed employees whose date of birth falls in any of the ranges listed in the table below, the period of re-employment provided for in Article 3, paragraph 1 or the proviso of Article 5, paragraph 1 shall, notwithstanding the provisions of Article 6, end on or before the first March 31 on or after reaching the maximum age indicated below corresponding to the re-employed employees' date of birth.

Date of Birth	Maximum Age
April 2, 1943 to April 1, 1945	62
April 2, 1945 to April 1, 1947	63
April 2, 1947 to April 1, 1949	64

Supplementary Provisions

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

Supplementary Provisions

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

Supplementary Provisions

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

Supplementary Provisions

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

Supplementary Provisions

These Rules shall come into force on October 1, 2013. However, the provisions provided in Article 9 of the revised version of the University of Tokyo Rules on the Re-Employment of Academic and Administrative Staff shall apply only to those newly re-employed since April 1, 2014.

Supplementary Provisions

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

Supplementary Provisions

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

Supplementary Provisions

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

Supplementary Provisions

These Rules shall come into force on April 1, 2019

Matters concerning the monthly amounts detailed in Article 9, paragraphs 2 and 5 of the University of Tokyo Regulations on Re-employment of Academic and Administrative Staff (Rules No. 21 of 2004) shall be as follows from April 1, 2017.

Re: Article 9, Paragraph 2

The table below lists the monthly salaries and the corresponding salary tables and job grade when the Rules on Compensation apply.

Monthly salary	Salary table and job grade when Rules on Compensation apply
¥180,000	Medical Service Salary Table I, job grade 1
¥200,000	General Service Salary Table II, job grade 2
¥220,000	General Service Salary Table I, job grade 2; Medical Service Salary Table I, job grade 2
¥240,000	Educational Service Salary Table I, job grade 1; Medical Service Salary Table II, job grade 1
¥260,000	Medical Service Salary Table II, job grade 2
¥280,000	Educational Service Salary Table II, job grade 2

Re: Article 9, Paragraph 5

The following amount shall be paid to academic staff members as a special allowance for compulsory education:

Monthly amount for special allowance for compulsory education	¥7,700
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