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Nara Institute of Science and Technology Employee Concurrent Employment Regulations

April 1, 2004
Regulations No. 53

I. General provisions

Article 1 (Intent)

These provisions stipulate the necessary matters in relation to concurrent employment by full time employees (hereinafter referred to as the “Employees”) at Nara Institute of Science and Technology (hereinafter referred to as “NAIST”), based on the provisions of Article 29 of the Nara Institute of Science and Technology Employee Employment Regulations (Regulations No. 2, 2004; hereinafter referred to as the “Work Regulations”).

Article 2 (Definitions)

Concurrent employment in these provisions refers to the provisions stated below, irrespective of whether or not there is remuneration.

- (1) Concurrently serving in a position as a board member (refers to directors, corporate officers, accounting advisors, auditors, employees who execute duties, executive board members, inspectors, managers, founders, and liquidators), adviser, or councilor for a corporate entity for which the main purpose is obtaining profit in commerce, industry, or the finance industry and allocating such profit to constituent members as a company under the Companies Act (Law No. 86, 2005) or an organization that mainly conducts commercial activities as a corporation established under laws (hereinafter referred to as the “Profit-Making Company”) (hereinafter referred to as the “Concurrent Employment as a Board Member of a Profit-Making Company”)
- (2) An Employee operating within commerce, industry, or the finance industry under his or her own name (including cases in which, even though it is in the name of another person, it would be objectively judged that the Employee is operating the Profit-Making Company; hereinafter referred to as the “Concurrent Employment in a Self-Employed Position”)
- (3) Besides the matters stipulated in the previous two items, an Employee concurrently employed in another job other than his or her job or engaging in business or work other than his or her duties (hereinafter referred to as the “Ordinary Concurrent Employment”)

Article 3 (Permission for concurrent employment)

Except in cases in which the President has given permission in advance, in principle, Employees may not engage in concurrent employment.

II. Concurrent Employment as a Board Member of a Profit-Making Company

Article 4 (Concurrent Employment as a Board Member of a Profit-Making Company)

1. Except in the cases stated in each item below, Concurrent Employment as a Board Member of a Profit-Making Company shall not be permitted.
 - (1) Concurrent employment as a board member of a technology-transfer business
 - (2) Concurrent employment as a board member of a company that utilizes research results
 - (3) Concurrent employment as an auditor or external director of an incorporated company
2. In addition to the cases stated in each of the items of the previous clause, the President may give permission in cases that are recognized as particularly necessary.

Section 1: Concurrent employment by technology-transfer business board members

Article 5 (Concurrent employment by technology-transfer business board members)

In the event that a faculty member will be concurrently employed in the position of a board member other than an accounting advisor or auditor (refers to directors, corporate officers, employees who execute duties, executive board members, managers, founders, and liquidators; hereinafter the same in Article 11), an adviser, or a councilor of a technology-transfer business (herein after referred to as the "Concurrent Technology-Transfer Employment"), he or she must receive the President's permission.

Article 6 (Technology-transfer business)

Technology-transfer business refers to a company or other organization with the purpose of operating a Profit-Making Company and that conducts any of the business below.

- (1) Business that received approval under Article 4 of the Act on the Promotion of Technology Transfer from Universities to Private Business Operators (hereinafter referred to as the "University Technology Transfer Promotion Act") (hereinafter referred to as the "Approved Business")
- (2) Business that received authorization under Article 12 of the University Technology Transfer Promotion Act (hereinafter referred to as the "University-Authorized Business")
- (3) Business that received authorization under Article 13 of the University Technology Transfer Promotion Act (hereinafter referred to as the "Research Organization-Authorized Business")

Article 7 (Permission criteria for Concurrent Technology-Transfer Employment)

1. In the event that a faculty member has applied for Concurrent Technology-Transfer Employment, when the President recognizes that such concurrent employment conforms to all of the criteria stated below, he or she shall give permission.
 - (1) The faculty member who intends to engage in Concurrent Technology-Transfer Employment has knowledge about legal systems related to patent rights and utility model rights for research results and their transfer related to the technology necessary in order to fulfill duties as a technology-transfer business board member of the relevant application.
 - (2) The duties as a board member that the faculty member intends to conduct are mainly related to the

Approved Business, the University-Authorized Business, or the Research Organization-Authorized Business.

- (3) Between the faculty member and the technology-transfer business (in the event that the relevant technology-transfer business is a subsidiary stipulated in Article 2.3 of the Companies Act, including the parent company stipulated in Article 2.4 of that Act) related to the application, there is no contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested interest, or the chance of such a relationship occurring.
 - (4) Within the two years before the application for concurrent employment, there was no period in which the faculty member occupied a job that has a contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested interest, with the technology-transfer business of the application.
 - (5) Performance of duties as a faculty member shall not be hindered.
 - (6) No negative effects will arise in the efficiency of performing duties due to extensive mental or physical fatigue caused by concurrent employment.
 - (7) There is no chance of damage or dishonor to NAIST's reputation resulting from concurrent employment.
 - (8) No other hindrance shall arise affecting the fairness and credibility of duties.
2. The "mainly related to the Approved Business, the University-Authorized Business, or the Research Organization-Authorized Business" of Article 7.1.2 refers to the cases stated below.
- (1) In the event that a faculty member will serve as the representative director and president of a technology-transfer business, when the main business of that technology-transfer business is the Approved Business, the University-Authorized Business, or the Research Organization-Authorized Business
 - (2) In the event that a faculty member will take a position as director in charge of technology-transfer business operations, when the main work that he or she will be in charge of is related to the Approved Business, the University-Authorized Business, or the Research Organization-Authorized Business
3. Judgment about the "contractual relationship" stipulated in Article 7.1.3, 7.1.4, and Article 10 shall be determined according to whether there is participation in final judgments about agreement conclusion. Provided, however, that for judgments related to joint and consigned research, the determination shall be according to whether there is authority to make final judgments for agreement conclusion.

Article 8 (Reports on the Concurrent Technology-Transfer Employment)

A faculty member who has received permission and will engage in Concurrent Technology-Transfer Employment must, each year, report to the President the matters stated below concerning the state of concurrent employment.

- (1) His or her name, affiliation, and job title
- (2) The technology-transfer business name
- (3) Duties as the technology-transfer business board member
- (4) The dates engaged in duties as the technology-transfer business board member

(5) Remuneration type/ amount, money, goods, and other asset-related profits (excluding actual expense compensation) received from the technology-transfer business, and the reasons for receiving

Article 9 (Cancellation of permission for Concurrent Technology-Transfer Employment)

When the President recognizes that the Concurrent Technology-Transfer Employment no longer conforms to permission criteria in each item of Article 7.1, he or she shall cancel the permission.

Article 10 (Work restriction after the Concurrent Technology-Transfer Employment ends)

The President must ensure the faculty member who was engaged in the relevant Concurrent Technology-Transfer Employment will not be made to engage in work that has a contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested interest, with the technology-transfer business in the two-year period beginning on the date the Concurrent Technology-Transfer Employment ends.

Section 2: Concurrent employment by board members of companies utilizing research results

Article 11 (Concurrent employment by board members of companies utilizing research results)

In the event that a faculty member will concurrently take a position as a board member, adviser, or councilor of a company that utilizes research results (hereinafter referred to as the "Concurrent Employment Utilizing Research Results"), he or she must receive the President's permission.

Article 12 (Companies utilizing research results)

A company utilizing research results refers to a Profit-Making Company that conducts business utilizing research results.

Article 13 (Permission criteria for Concurrent Employment Utilizing Research Results)

1. In the event that a faculty member has applied for Concurrent Employment Utilizing Research Results, when the President recognizes that the relevant concurrent employment conforms to all of the criteria stated below, he or she shall give permission.

(1) The faculty member who intends to engage in Concurrent Employment Utilizing Research Results is the person who invented or contrived (irrespective of the attributing party) the research results (including, in addition to matters that have been turned into rights as patent or utility model rights, matters that have been presented in the form of a paper or academic conference presentation) that will be utilized in the business of the relevant application's company utilizing research results.

(2) The board member duties that the faculty member intends to conduct are mainly matters relating to business utilizing research results.

(3) Between the faculty member and the company utilizing research results (in the event that the relevant company utilizing research results is a subsidiary stipulated in Article 2.3 of the Companies Act, including the parent company stipulated in Article 2.4 of that Act) related to the application, there is no contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested

interest, or the chance of such a relationship occurring.

- (4) Within the two years before the application for concurrent employment, there was no period in which the faculty member occupied a job that has a contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested interest, with the company utilizing research results of the application.
 - (5) The board member duties the faculty member intends to conduct are not included in negotiations for agreement conclusion with NAIST (excluding work related to business utilizing research results).
 - (6) Performance of duties as a faculty member shall not be hindered.
 - (7) No negative effects in the efficiency of performing duties shall arise due to extensive mental or physical fatigue caused by concurrent employment.
 - (8) There is no chance of damage or dishonor to NAIST's reputation resulting from concurrent employment.
 - (9) No other hindrance will arise affecting the fairness and credibility of duties.
2. The "mainly matters related to a business utilizing research results" stipulated in item 2 of the previous clause refers to the cases stated below.
- (1) In the event that a faculty member intends to serve as representative director and president of a company utilizing research results, when the main business of that company utilizing research results is a business utilizing research results
 - (2) In the event that a faculty member intends to take a position as a director in charge of work at a company utilizing research results, when the main duties he or she will be in charge of are related to a business utilizing research results
3. Judgment about the "contractual relationship" stipulated in Article 13.1.3, 13.1.4, and Article 17 shall be determined according to whether there is participation in final judgments about agreement conclusion. Provided, however, that for judgments related to joint and consigned research, judgment shall be according to whether there is authority to make final judgments for agreement conclusion.
4. The "exercising of authority" stipulated in Article 13.1.3, 13.1.4, and Article 17 includes participating as a deliberative council member in deliberations that will have direct influence on whether permission or approval will be granted to the company utilizing research results for the permission proposal.

Article 14 (Leaves of absence)

When it is necessary for a faculty member to engage mainly in the board member duties of a company utilizing research results that the faculty member has received permission for and is engaged in, and the President recognizes that it will not be possible for the faculty member to engage in duties as a faculty member, it shall be possible to take a leave of absence based on Article 12.1.5 of the Work Regulations.

Article 15 (Reports on the Concurrent Employment Utilizing Research Results)

A faculty member who has received permission and will conduct the Concurrent Employment Utilizing Research Results must, each year, report to the President the matters stated below concerning the state of concurrent employment.

- (1) His or her name, affiliation, and job title
- (2) The name of the company utilizing research results

- (3) Duties as a board member of the company utilizing research results
- (4) The dates engaged in board member duties of the company utilizing research results
- (5) Remuneration types/ amounts, money, goods, and other asset-related profits (excluding actual expense compensation) received from the company utilizing research results, and the reasons for receiving

Article 16 (Permission cancellation for the Concurrent Employment Utilizing Research Results)

When the President recognizes that the Concurrent Employment Utilizing Research Results no longer conform to permission criteria in each item of Article 13.1, he or she shall cancel the permission.

Article 17 (Work restriction after the Concurrent Employment Utilizing Research Results ends)

The President must ensure the faculty member who was engaged in the relevant Concurrent Employment Utilizing Research Results will not be made to engage in work that has a contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested interest, with the company utilizing research results in the two-year period beginning on the date the Concurrent Employment Utilizing Research Results ends.

Section 3: Concurrent employment by incorporated company auditors or external directors

Article 18 (Concurrent employment by an auditor or external director of an incorporated company)

In the event that a faculty member will concurrently serve in a position as an auditor or external director of an incorporated company (hereinafter referred to as the "Concurrent Employment as an Auditor or External Director"), he or she must receive the President's permission.

Article 19 (Permission criteria for Concurrent Employment as an Auditor or External Director)

1. In the event that a faculty member has applied for Concurrent Employment as an Auditor or External Director, when the President recognizes that the relevant Concurrent Employment as an Auditor or External Director conforms to all of the criteria stated below, he or she shall give permission.

- (1) The faculty member who intends to engage in Concurrent Employment as an Auditor or External Director has the knowledge necessary in order to engage in the duties of an auditor or an external director at the incorporated company of the relevant application in relation to faculty member duties.
- (2) Between the faculty member and the incorporated company of the application (in the event that the relevant incorporated company is a subsidiary stipulated in Article 2.3 of the Companies Act, including the parent company stipulated in Article 2.4 of that Act) there is no contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested interest, or the chance of such a relationship occurring.
- (3) Within the two years before the application for concurrent employment, there was no period in which the faculty member occupied a job that has a contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested interest, with the incorporated company of the application.
- (4) A relative of the faculty member does not have a strong influence, such as explained below, on the

management of the incorporated company of the application proposal.

- a. A case in which the number of shares or the total amount of capital of the relevant incorporated company possessed by a faculty member's relative (limited to a spouse, a blood relative or relative by marriage within three degrees; hereinafter the same) is greater than one-fourth of the total number of issued shares or the total amount of capital of that incorporated company
- b. A case in which the faculty member's relatives hold positions as directors of the relevant incorporated company that exceed one-half of the total number of its directors
- c. A case in which a faculty member's relative is serving as the representative director and chairperson or the representative director and president of the relevant incorporated company

(5) Performance of duties as a faculty member shall not be hindered.

(6) No negative effects in the efficiency of performing duties shall arise due to extensive mental or physical fatigue caused by concurrent employment.

(7) There is no chance of damage or dishonor to NAIST's reputation resulting from concurrent employment.

(8) No other hindrance will arise affecting the fairness and credibility of duties.

2. Judgment about the "contractual relationship" stipulated in Article 19.1.2, 19.1.3, and Article 22 shall be determined according to whether there is participation in final judgments about agreement conclusion. Provided, however, that for judgments related to joint and consigned research, judgment shall be according to whether there is authority to make final judgments for agreement conclusion.

3. The "exercising of authority" stipulated in Article 19.1.2, 19.1.3, and Article 22 includes participating, as a deliberative council member, in deliberation that will have direct influence on whether permission or approval will be granted to the company utilizing research results for the permission proposal.

Article 20 (Reports on the Concurrent Employment as an Auditor or External Director)

A faculty member who has received permission and will conduct the Concurrent Employment as an Auditor or External Director must, each year, report to the President the matters stated below concerning the state of concurrent employment.

(1) His or her name, affiliation, and job title

(2) The name of the incorporated company

(3) The dates when engaged in duties as the incorporated company auditor or external director

(4) Remuneration types/ amounts, money, goods, and other asset-related profits (excluding actual expense compensation) received from the incorporated company, and the reasons for receiving

Article 21 (Permission cancellation for the Concurrent Employment as an Auditor or External Director)

When the President recognizes that the Concurrent Employment as an Auditor or External Director no longer conforms to permission criteria in each item of Article 19.1, he or she shall cancel the permission.

Article 22 (Work restriction after concurrent employment as an auditor or external director ends)

The President must ensure the faculty member who was engaged in the relevant Concurrent Employment as an Auditor or External Director will not be made to engage in work that has a contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or

license or another special vested interest, with the incorporated company in the two-year period beginning on the date the Concurrent Employment as an Auditor or External Director ends.

III. Concurrent Employment in a Self-Employed Position

Article 23 (Concurrent Employment in a Self-Employed Position)

Excluding cases in which business of the Concurrent Employment in a Self-Employed Position is a family business succeeded due to an inheritance or bequest, in principle, the Concurrent Employment in a Self-Employed Position shall not be permitted. Provided, however, that in a case of business for agriculture, cattle breeding, dairy farming, fruit cultivation, poultry farming, operating business for real estate or rental of parking spaces, when all of the criteria for permission for the relevant individual concurrent employment applies, this shall not apply.

Article 24 (Definition of self-employment)

1. For the Concurrent Employment in a Self-Employed Position stipulated in the previous article, when it is cattle breeding, dairy farming, fruit cultivation, or poultry farming that is operated on a large scale and is objectively judged to be a company with the main purpose of commercial gain, or when it is real estate or parking space rental that falls under any of the items below, it shall be handled as the Concurrent Employment in a Self-Employed Position.

(1) A case in which the real estate rental falls under any of the items below

- a. For detached house rental, the number of detached houses is five buildings or more.
- b. For the rental of buildings other than detached houses, the number of individual sections that have been independently partitioned and may be rented is ten rooms or more.
- c. For the land rental, the number of lease agreements is ten or more.
- d. The rental real estate is a facility that was established for the purpose of recreation, gathering, or sports, such as a theater, a movie theater, or a golf driving range.
- e. The rental real estate is provided for specific duties, such as a Japanese-style inn or a hotel.

(2) A case in which of parking space rental falls under either of the items below

- a. The parking spaces are a building or equipped with machinery or equipment.
- b. The number of parked vehicles is ten or more.

(3) A case in which the rental revenue for real estate or parking space rental (in the event that these matters are conducted together, the total amount of the rental revenue) is an annual amount of JPY 5,000,000 or more

(4) In addition to the matters stated in each of the items above, a case in which it may be recognized there are circumstances that are the same as the real estate rental stated in items (1) or (2)

2. In the event that the real estate rental property is a composite type, calculation shall be made using one detached house as equivalent to two apartment rooms and using one land property or one parking space as equivalent to one apartment room, and when the total of those is equivalent to ten rooms or more it shall be handled as Concurrent Employment in a Self-Employed Position.

3. In the event that the real estate rental is conducted under a shared name, judgment shall be made not according to proportional division based on equity, but rather by judging the rental property overall as to

whether it falls under the Concurrent Employment in a Self-Employed Position. For the number of rental properties and the amount of rental income as well, judgment shall be made based on the number of rental real estate properties and the overall amount of rental income.

4. The amount of rental revenue shall be judged by the expected income amount for the next one-year period anticipated at the time of application. In such a case, the expected income amount shall refer to rent income, and if the amount, before deducting expenses, that is anticipated for total revenue for one year when renting (for example, [the monthly amount of rent for real estate for which rental is planned] x [the number of rooms] x [twelve months]) is JPY 5,000,000 or more, it shall be handled as the Concurrent Employment in a Self-Employed Position.

Article 25 (Permission criteria for Concurrent Employment in a Self-Employed Position)

In the event that a faculty member has applied for Concurrent Employment in a Self-Employed Position, when the President recognizes that the relevant concurrent employment conforms to all of the criteria stated below, he or she shall give permission.

- (1) A case in which real estate or parking spaces will be rented
 - a. Between the Employee and the rental of the real estate or parking spaces of the application, there is no contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested interest, or the chance of such a relationship occurring.
 - b. It is clear that performance of Employee's duties will not be hindered, because management work for the real estate or parking spaces, such as tenant solicitation, rental fee collection, and property maintenance and management, will be left to a business (including management by a relative).
 - c. Performance of duties as an Employee will not be hindered.
 - d. No negative effects in the efficiency of performing duties will arise due to extensive mental or physical fatigue caused by concurrent employment.
 - e. There is no chance of damage or dishonor to NAIST's reputation resulting from concurrent employment.
 - f. No other hindrance will arise affecting the fairness and credibility of duties.
- (2) A case in which business other than rental of real estate or parking spaces will be conducted
 - a. Between the Employee and the relevant business, there is no contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested interest, or the chance of such a relationship occurring.
 - b. It is clear that the performance of Employee's duties will not be hindered because a party other than the Employee is responsible for performing work for the relevant business.
 - c. The relevant business is a family business succeeded due to of an inheritance or bequest
 - d. Performance of duties as an Employee will not be hindered.
 - e. No negative effects in the efficiency of performing duties will arise due to extensive mental or physical fatigue caused by concurrent employment.
 - f. There is no chance of damage or dishonor to NAIST's reputation resulting from concurrent employment.

g. No other hindrance will arise affecting the fairness and credibility of duties.

Article 26 (Permission cancellation for the Concurrent Employment in a Self-Employed Position)

When the President recognizes that the Concurrent Employment in a Self-Employed Position no longer conforms to the permission criteria of Article 25, he or she shall cancel the permission.

IV. Ordinary Concurrent Employment

Article 27 (Permission criteria for Ordinary Concurrent Employment)

1. In the event that an Employee has applied for Ordinary Concurrent Employment, when the President recognizes that the relevant concurrent employment conforms to all of the criteria stated below, he or she shall give permission. In such a case, for the Ordinary Concurrent Employment that does not involve remuneration it will be sufficient to notify the President.

- (1) Performance of duties as an Employee will not be hindered.
- (2) No negative effects in the efficiency of performing duties will arise due to extensive mental or physical fatigue caused by concurrent employment.
- (3) Between the Employee and the place of concurrent employment of the application, there is no contractual relationship, such as a goods purchase or construction agreement, or exercising of authority, such as permission or license or another special vested interest, or the chance of such a relationship occurring.
- (4) There is no chance of damage or dishonor to NAIST's reputation resulting from concurrent employment.
- (5) No other hindrance will arise affecting the fairness and credibility of duties.

2. Irrespective of the provisions of the previous clause, in the event that the Ordinary Concurrent Employment falls under any of the items below, in principle the President shall not permit it.

- (1) A case of concurrently serving in a full-time position at a company other than a university; Provided, however, that cases of taking a full-time position due to temporary assignment transfer are excluded.
- (2) A case of being directly involved in the work of a Profit-Making Company; provided, however, that the cases stated below are excluded.
 - a. A case in which there is a strong public element and the person is not directly involved in the business of the Profit-Making Company, such as when the concurrent employment is a part-time physician of a medical office attached to the Profit-Making Company
 - b. A case that is technical guidance for an implementing company, based on an agreement for the purpose of implementing a patent (including matters that have been filed) managed by NAIST
 - c. A case that may be considered part of employee education or social education for an education facility attached to the Profit-Making Company, a training institute, or a training workshop, or as a part-time instructor for a cultural course
 - d. A case in which the person is engaged in research and development (refers to fundamental, applied, and development research, and includes technological development; hereinafter the same) at the Profit-Making Company, or is engaged in technical guidance related to research and

development

- e. A case that has a strong public nature and for which, under a law or ordinance (including local regulations), there is an obligation to hear academic expert opinions
 - f. A case in which the person is engaged in technical guidance for another company conducted by a technology-transfer business (the same in the next item) that will conduct the Approved Business, University-Authorized Business, or Research Organization-Authorized Business
 - g. A case in which the person is engaged in work related to discovering, evaluating, and selecting research results related to technology that is conducted by a technology-transfer business
 - h. A case in which the person gives advice related to management or legal matters for the Profit-Making Company
- (3) A case in which the person will take a position that has important responsibilities for the business of an organization other than the Profit-Making Company, such as a medical corporation, a social welfare corporation, an incorporated school, or a public-interest corporation; provided, however, that cases of concurrently serving as a corporation board member stated below are excluded.
- a. A corporation with the purpose of planning international exchanges
 - b. A corporation that is recognized as being beneficial for academic research by academic societies and that has a close relationship with the research field of the relevant Employee
 - c. A corporation for which the scope of activities are limited within NAIST, or a similar corporation
 - d. A corporation related to educational scholarships
 - e. A corporation with the purpose of planning collaboration and cooperation between industry and academia
 - f. Another corporation with the purpose of striving to promote education, academia, culture, or sports and that may be recognized as having considerable important public benefit
- (4) A case in which the person will concurrently serve as the head of a social education facility such as a public or private school, a special technical school, or various other schools, or a library
- (5) A case in which the person will concurrently serve in a position of director or other board member of an organization related to social education
- (6) A case in which the person will conduct work as an instructor at a preparatory school that was established or opened for the purpose of university entrance examination preparation, or a similar class, tutoring school, or course

Article 28 (Permission cancellation for the Ordinary Concurrent Employment)

When the President recognizes that the Ordinary Concurrent Employment no longer conforms to the permission criteria in each item of Article 27.1, he or she shall cancel the permission for it, and when the President recognizes there is a chance it does not conform to those criteria, he or she may restrict concurrent employment.

Article 29 (Short-term Ordinary Concurrent Employment)

1. For the Ordinary Concurrent Employment that is closely related to an Employee's main duties and that is for a short period which falls under one of the items below (excluding cases in which the person will concurrently serve in a position for which the term will continue for a long period), the President's

permission shall not be required, irrespective of the provisions of Article 27.

(1) A case in which the number of days of engaging in concurrent employment is one day or less

(2) A case in which the number of days of engaging in concurrent employment is between two and six days, and in which the total number of hours of engagement is less than ten

2. For calculation of the number of days of the previous clause, in addition to cases in which the days of engagement are consecutive, in cases in which there is an interval before or after as well, when the days of engagement were stipulated in advance and it may be recognized that the relevant concurrent employment is continuous, all of the days of engagement shall be combined.

V. Concurrent employment period

Article 30 (Period permitted)

1. In principle, the period in which concurrent employment will be permitted shall be within two years.

2. The provisions of the previous clause shall not hinder renewal of permission.

VI. Hours of engaging in concurrent employment

Article 31 (Rules for non-employment hours)

1. In principle, concurrent employment shall be conducted outside prescribed employment hours.

2. Irrespective of the provisions of the previous clause, when the President has recognized that it is necessary, it shall be possible to conduct concurrent employment during prescribed employment hours. In such a case, the salary shall be reduced in accordance with the hours the person engaged in concurrent employment.

Article 32 (Concurrent employment within employment hours, and salary provision)

Irrespective of the provisions of the second sentence of Article 31.2, in the event that concurrent employment that falls under any of the items below will be conducted during prescribed employment hours, the salary shall not be reduced, but limited to cases in which compensation that exceeds the scope of actual expenses such as travel expenses will not be received.

(1) A case in which the person will concurrently serve in a position such as a deliberation council member for the national government or a local government (including cases in which the person will concurrently serve in a similar position)

(2) A case in which the person will concurrently serve in a position for a national government administrative agency, an independent administrative agency, a national university corporation, an inter-university research institute corporation, a local independent administrative agency, or a public university corporation

(3) A case in which the person will concurrently serve in a position that may be recognized as having considerably important public benefit and will conduct work as a committee member for a special or public-interest corporation with the purpose of striving to promote education, academia, culture, or sports

(4) Another case in which the person will concurrently serve in a position that may be recognized by

NAIST as falling under organized and integrated contribution to collaborative activities among industry, academia, and the government or to local society

Article 33 (Concurrent employment restriction)

In the event that the number of hours of engagement in concurrent employment have reached the number of hours that may be recognized as having a chance of hindering the main occupation, the President may restrict concurrent employment.

VII. Measures in the case of engagement in concurrent employment in violation of provisions

Article 34 (Application of Article 36 of the Work Regulations)

In the event that an Employee has engaged in concurrent employment in violation of these provisions, disciplinary action shall be conducted based on the provisions of Article 36 of the Work Regulations.

VIII. Miscellaneous provisions

Article 35 (NAIST's exemption from liability)

NAIST shall not bear any liability whatsoever for accidents or disasters due to concurrent employment.

Article 36

In addition to the matters stipulated in these provisions, the President will separately stipulate necessary matters in relation to concurrent employment.

Supplementary provisions

1. These provisions shall come into effect on April 1, 2004.
2. Concurrent employment that had already received permission on the day before the enforcement date of these provisions shall not require new permission under these provisions on or after the enforcement date.

Supplementary provision

These provisions shall come into effect on April 1, 2007.

Supplementary provision

These provisions shall come into effect on July 15, 2008, and the provisions of the Nara Institute of Science and Technology Employee Concurrent Employment Regulations that were revised under these Regulations shall be applicable from April 1, 2007.

Supplementary provision

These provisions shall come into effect on April 1, 2011.

Supplementary provision

These provisions shall come into effect on November 26, 2015.