

This is an unofficial translation of the Regarding Operations of the Detailed Regulations on the Examinations, etc. for Becoming a Research and Academic Staff without a Fixed-term, dated March 10, 2008. Only the original Japanese text of these regulations has legal effect, and this translation is to be used solely as reference material to aid in understanding the original Japanese version.

Regarding Operations of the Detailed Regulations on the Examinations, etc. for Becoming a Research and Academic Staff without a Fixed-term

Established: March 10, 2008

Partially revised: April 1, 2019

Partially revised: September 6, 2024

I. Organization, etc. of the Transition Examination Committee (Related to Article 2)

1. The Transition Examination Committee shall be the only internally established committee; no committees shall be established on an individual basis.
2. Members of the Transition Examination Committee shall, in principle, be designated by the Advisory Committee for Research and Management from among its members. The Advisory Committee for Research and Management may, however, designate individuals from outside, as it deems necessary.
3. The regular number of members shall be three external members and two internal members, five members in total.
4. The chairperson shall be elected from among the members.
5. The term of office of the members shall be two years.

II. Application for Transition (Related to Article 3)

1. The Research and Academic Staff Requesting Transition shall make an application to the Director General by submitting the documents set forth in the following items, in principle, on or before the last day of October of the previous fiscal year if the day following the date of expiration of their term falls within the first half of a fiscal year (April 1 through September 30; hereinafter the same shall apply), or on or before the last day of April of the current fiscal year if such day falls within the second half of a fiscal year (October 1 through March 31 of the following year; hereinafter the same shall apply). However, in exceptional circumstances where adherence to these deadlines is impracticable, the Director General may set an alternative deadline and notify said Research and Academic Staff Requesting Transition accordingly.

- (i) A copy of the application documents submitted at the time of the open call for recruitment through which the staff was employed;
 - (ii) Content of the duties performed and the research achievements attained for a period after employment up to the date of submission of the application;
 - (iii) A research plan after the Transition;
 - (iv) An evaluation report by the director of the department to which the staff belongs (such as Project, Center, or the Division of Science); and
 - (v) A document stating the name of a person who may provide reference opinions (excluding the director of the applicant's affiliated department; and up to two persons).
2. If the Research and Academic Staff Requesting Transition has an objection against the content of the document in item (iv) of the preceding paragraph, they may submit a notice of appeal describing such content, in addition to the other documents to be submitted to the Director General.

III. Review for Transition (Related to Article 3)

1. In requesting a review to the Transition Examination Committee, the Director General may, when considered necessary, ask a Research and Academic Staff other than the director of the applicant's affiliated department to submit an evaluation report on the Research and Academic Staff Requesting Transition.
2. The Director General shall request the Transition Examination Committee to conduct a review for the Transition by handing over the documents specified in 1 and 2 of II and the preceding paragraph.
3. The Transition Examination Committee shall submit an examination report to Director General within two months after the date of submission as set forth in 1 of II.
4. Director General shall notify the subject Research and Academic Staff of the result of the transition review and confirm whether they wish to seek deliberations by the Advisory Committee for Research and Management.
5. Based on the confirmation in the preceding paragraph, the Director General shall submit a report issued by the Transition Examination Committee to the Advisory Committee for Research and Management within three months after the date of submission as set forth in 1 of II and request deliberations therein.