

**OUTLINE OF THE HANDLING ON THE TRAVEL EXPENSES REGARDING THE
RETURNING TO THE HOME COUNTY, ETC. OF THE NON-JAPANESE FACULTY
MEMBER WHO HAS BEEN EMPLOYED AT THE UNIVERSITY OF AIZU**

Article One

(Objective)

1.1 This outline, according to the provision of the Article 3, Paragraph 4 of the Regulation on Travel Expenses for Employees of the Public University Corporation, the University of Aizu, necessary matters concerning the travel expenses in case that a non-Japanese faculty member who has been employed based on the Special Measures Law on Employment of Non-Japanese Faculty Members at the National or Public Universities (Law No.89 of 1982) and a non-Japanese faculty member who has been employed on and after April 1, 2006 resigns and returns to their home countries or has died and his/her family members return to his/her home country. Regarding the travel expenses to be provided according to this outline, the "Outline Regarding Provision of the Travel Expenses of Returning Home Countries" (Notification made by the Director General of the General Affairs Department of the Government of Fukushima Prefecture of January 29, 1999) shall not be applied to the travel expenses to be provided according to this outline.

Article Two

(Travel Expenses of the Non-Japanese Faculty Members)

2.1 The travel expenses described as follows shall be provided to the Non-Japanese faculty member concerned in case that he/she has worked continuously for 3 years or more, resigned from the position, and return to his/her home country within 3 months counted from the next day after his/her resignation.

1. Part for the Non-Japanese Faculty Member

The costs of trains, ships, flights, and cars for the most economical and normal route and means from the present address to the returning place in his/her home country, daily allowance, meals, moving expenses (moving expenses for faculty members who do not have dependent family members is the amount equivalent to one half of this amount.) and other miscellaneous expenses for traveling.

2. Part for His/Her Family Members

1. The total amount of the costs of trains, ships, flights, and cars, two thirds of the daily allowance, accommodation, and meals, and

other miscellaneous expenses for traveling shall be provided to the spouse and a child whose age is 12 years of age or older at the time of traveling for returning to the home country.

2. Regarding the child whose age is younger than 12 at the time of traveling for returning to the home country, a half of the amount of the items described A (except other miscellaneous expenses for traveling) and other miscellaneous expenses for traveling shall be provided.

Article Three

(Travel Expenses for the Bereaved Family)

3.1 In case that a non-Japanese faculty member has died and his/her bereaved family members (referred to the spouse of the faculty member and his/her child(ren) who had maintained their lives depending on his/her income) return to his/her home country within 3 months counted from the next day after he/she has died, the costs of trains, ships, flights, cars from the present address to the returning place in his/her home country, daily allowance, meals, moving expenses and other miscellaneous expenses for traveling, calculated according to the previous article, Article 2, and moving expenses equivalent to the amount to be provided to the previous position of the faculty member shall be provided.

Article Four

(Limitation to Provide the Travel Expenses)

4.1 The travel expenses stipulated in the Article 2 shall not be provided to the non-Japanese faculty members who come under either paragraph of Article 19 of the Regulation regarding the Resignation Allowance for the Personnel of the Public University Corporation, the University of Aizu.

Article Five

(Coordination of the Travel Expenses)

5.1 In case that travel expenses, etc. are provided by an organization other than the University Corporation such as the case that a body, etc. in a place for returning who is to employ the faculty member provides travel expenses to him/her to take up a post there, the amount equivalent to the amount to be provided by a body other than the University Corporation may be subtracted from the amount to be provided according to Article 2.

Article Six

(Supplementary Provision)

6.1 The University President shall acknowledge the fact of the faculty member's returning to his/her home country and determine the subtracted amount according to the previous article.

6.2 The Director of the General Affairs and Budget Division of the Administrative Office shall be authorized to provide the travel expenses, and the form for travel order to be used and other administrative business for provision of the expenses shall be carried out based upon the procedures of the administrative business concerning the provision of the travel expenses to take up one's post.

ADDITIONAL PROVISIONS

This outline shall be enforced as of April 1, 2006.

This outline shall be enforced as of April 1, 2008.

ADDITIONAL PROVISIONS

This outline shall be enforced as of April 1, 2009.