

TO: All faculty and administrative personnel

FROM: The Chairperson of the Board of Executive (Administrative contact: The General Affairs Division, the Administrative Office Ext: 2220)

DATE: October 14, 2009

RE: A change made to handling of leave, etc. in cases where faculty and/or administrative personnel become infected with the new type influenza (notice)

This is to notify regarding a change made to handling of leave, etc. in cases where faculty and/or administrative personnel become infected with the new type influenza, as described below.

Description

1. Change made to handling of duties of faculty and administrative personnel (AFTER change)

In cases where faculty and/or administrative personnel are unable to perform duties due to child-care, caused by temporary closing of day-care centers, etc.

The relevant personnel shall take child-care leave or annual paid leave.

Faculty and/or administrative personnel eligible to take child-care leave are those who have a child/children before enrollment at a junior high school.

(BEFORE change)

In cases where faculty and/or administrative personnel are unable to perform duties due to child-care, etc. caused by temporary closing of day-care centers, etc.

The relevant personnel shall take annual paid leave.

Part-time personnel should consult with the General Affairs Section, the General Affairs and Budget Division of the Administrative Office, regarding handling of leaves mentioned above.

2. Other

- (1) Matters other than those mentioned above are the same as in the previous notice.

Please refer to the previous notice at the URL below

(Japanese) <http://www.u-aizu.ac.jp/images/ja/current/h210911.pdf>

(English) http://web-ext.u-aizu.ac.jp/official/news/image/h210911_e.pdf

- (2) In cases where faculty and/or administrative personnel are unable to perform duties in order to take care of a child/children before enrollment at a junior high school who are ill (including infection of new type of influenza) and even in cases where day-care centers, etc. are open, such faculty and/or administrative personnel (excluding part-time employees) can take child-care leave. Please contact the General Affairs Section of the General Affairs and Budget Division of the Administrative Office regarding details of child-care leave.