

Detailed Rules for the Implementation of Sabbatical Leave Program for Research Staff Members at the Pohang Accelerator Laboratory

Established Jul. 31, 2001

Article 1 (Purpose) These detailed rules specify the standards concerning the implementation of the sabbatical leave program for research staff members at the Pohang Accelerator Laboratory (hereinafter referred to as "Laboratory").

Article 2 (Definition of Sabbatical Leave) A "sabbatical leave" shall refer to a research period granted to a research staff member who has served in the Laboratory for a certain period of time so that he/she may be exempted from his/her duties in the Laboratory and dedicate himself/herself to research at another research institute for a set period of time.

Article 3 (Eligibility and Length of Sabbatical Leave) A research staff member at the Senior Staff level or higher who has rendered a minimum of six years of service at the Laboratory shall be eligible to apply for sabbatical leave.

However, a researcher must have at least three years of active service left before the mandatory retirement age upon completion of the sabbatical leave to be considered.

1. A research staff member who has rendered service for six years or longer after his/her initial appointment to the Laboratory or the completion of his/her last sabbatical leave shall be eligible to apply for a one-year of sabbatical leave.
2. A research staff member who has rendered service for three years or longer after the completion of his/her last sabbatical leave shall be eligible to apply for six months of sabbatical leave.

Article 4 (Limited Quota) Sabbatical leave shall be granted to up to 10% of the total number of Senior Staff Researchers in a given year and within the range that does not cause any hindrance to the performance of the Laboratory's business.

Article 5 (Guarantee of Status) The following are the details of the guaranteed status of a research staff member during his/her sabbatical leave:

1. A person shall maintain his/her status as a research staff member of the Laboratory.
2. Full remuneration less 10% of the total salary, vehicle maintenance allowances, and information expenses shall be paid.
3. A sabbatical leave shall be included when counting the number of years of one's service; other personnel matters including promotion shall remain effective during a sabbatical leave.

Article 6 (Obligations) ① A research staff member whose sabbatical leave has ended shall return to the Laboratory immediately and be obligated to continue rendering service to the Laboratory for a period that is twice the length of the sabbatical leave. Any research staff member who violates these obligations shall be required to return the full amount of remuneration paid during the sabbatical leave.

② A research staff member whose sabbatical leave has ended must submit a report of activities during the sabbatical leave to the Director of the Laboratory via the head of his/her division within 30 days of completion of the sabbatical leave.

Article 7 (Application and Approval Procedures) A research staff member wishing to be granted a sabbatical leave must obtain prior approval from the head of his/her division first, submit an application for sabbatical leave, a letter of recommendation from the head of his/her division, and a detailed plan of action for the sabbatical leave to the Personnel Committee of the Laboratory no later than six months prior to the commencement of the sabbatical leave. A sabbatical leave shall be granted with the approval of the Director of the Laboratory following deliberations and a resolution by the Personnel Committee.

Article 8 (Appointment of an Acting Person) A division must designate a person to act on behalf of a research staff member granted a sabbatical leave or must take an equivalent measure.

Article 9 (Relations to Business Trip, Secondment, and Training) If a research staff member is away from the Laboratory for six months or longer due to a business trip, secondment, or training for the purpose of research, the research staff member shall be deemed to have been given the same length of sabbatical leave.

Article 10 (Relations to Leave of Absence) A staff member of the Laboratory who is on a leave of absence shall not be allowed to apply for sabbatical leave.

Article 11 (Restriction on Profit-Generating Activities) A research staff member on sabbatical leave may participate in research activities at research institutes and academic societies without restriction; however, he/she may not be employed by for-profit institutions.

Article 12 (Sabbatical Institutions) Institutions where a research staff member may conduct research during his/her sabbatical leave shall be limited to accelerator laboratories or related institutes that can contribute to the

advancement of the Laboratory.

Article 13 (Recall) The Director of the Laboratory may immediately recall a research staff member on sabbatical leave if he/she fails to work toward his/her stated purpose during the leave period.

Addendum

These detailed rules shall be established and take effect on July 31, 2001.