

**Excerpt from the collective agreement
between the administration and the committee of the primary trade union
organization of the Kharkiv National University of Radio Electronics**

**(protocol №39 of of March 28, 2019 was approved at the labor collective
conference)**

https://nure.ua/wp-content/uploads/Main_Docs_NURE/kolektyvnyj-dohovir-z-dodatkamy-na-sajt.pdf

4. RATING AND PAYMENT

4.1. The working time of a research and pedagogical worker includes the time of performing educational, methodical, scientific, organizational work and other labor duties.

The working time of a researcher includes the time of performing scientific, research, consulting, expert, organizational work and other work responsibilities.

The working hours of research and teaching staff are 36 hours per week (reduced working hours).

The working hours of research and teaching staff for training.

The year is determined taking into account holidays, weekends and holidays in a specific academic year. Academic Council and trade union committee on the basis of orders of the Ministry of Education and Science of Ukraine.

The maximum study load per one rate of scientific and pedagogical employee may not exceed 600 hours per academic year.

The specific amount of study load for each teacher is set by the head of the department.

Types of educational work of pedagogical and scientific-pedagogical workers according to their positions are established by the University in coordination with trade union committee. Responsible: rector, first vice-rector, deans of faculties, heads of departments.

4.2. The administration undertakes not to allow teachers to schedule classes for more than 8 academic hours per day. In exceptional situations, the number of academic hours may be increased with the consent of the teacher. The administration undertakes to warn the teacher about the change in the schedule of classes at least per day.

Responsible: head of NV, heads of departments.

4.4. Involvement of scientific and pedagogical workers in work not stipulated by the employment agreement (contract) may be carried out in the cases provided by the current legislation and clause 6.8 of the "Rules of internal labor regulations".

Involvement of University employees in overtime work or shifts on weekends, holidays and non-working days are allowed subject to permission of the

trade union committee, except for employees who work on the schedule of summary accounting of working hours.

Responsible: rector, chairman of the trade union committee, deans of faculties.

4.5. The working hours of university staff may not exceed {40 hours} per week.

Departments and services not directly involved in the learning process, a 5 day working week with two days off is established. Responsible: heads of departments.

4.6. Employees of the research part who work part-time are personally set by order of the university working days and hours according to the share of the rate.

Responsible: head of the NDC.

4.7. On the eve of public holidays and non-working days, the working hours are reduced by one hour for university employees not involved in the educational process.

Responsible: Rector, Head of Human Resources.

4.8. The start and end time of employees and breaks for rest and meals are set in accordance with paragraph 6.4 of the "Rules of internal labor regulations."

Responsible: heads of departments.

4.9. On-duty dormitories, plumbers and electricians, in coordination with the trade union committee, shall establish summary accounting of working time so that its duration for the accounting period - quarter does not exceed that established by the Ministry of Social Policy. calendar year of hours worked. Employees of the Department of Video Surveillance and Security to introduce an accounting period of working time, which is measured in 12 months.

4.11. Remuneration of scientific and pedagogical, scientific, pedagogical and other employees of the University is carried out on the basis of current legislation and other regulations, General and Sectoral agreements within the approved maintenance costs University.