

Academia Sinica Staff Pre-employment Concurrent Position Disclosure Notice

(Contract-based Employees under the Labor Standards Act)

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|--------------------------------------|--|------------------------------|-------------------------------|--|--|
| Unit | | Title | | Name | |
| Status of Concurrent Position | <input type="checkbox"/> None <input type="checkbox"/> Yes (Please fill in the status of concurrent position below, and submit it to Academia Sinica for approval after the initial review by the unit.) | | | | |
| | Unit of Concurrent Position | Title of Concurrent Position | Period of Concurrent Position | Payment and working hours of Concurrent Position | |
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It is hereby declared that:

I am using my off-duty time to hold the concurrent position mentioned above on the premise that it does not affect the fulfilment of the duties and employment contract, and does not involve conflicts of interests. If there is a concurrent position taken during working hours, it will be handled with the days of personal or annual leaves approved by Academia Sinica. I am willing to take full responsibility if there is any false or untrue information.

Signature: _____

Date: mm/dd/yyyy

The Unit's Initial Review:

1. After reviewing the above-mentioned status of concurrent position, do you agree that the staff member will hold the concurrent position from the date of employment at Academia Sinica?

☐ Yes ☐ No. Remark: _____

Signature of PI: _____

2. After reviewing the above-mentioned status of concurrent position, do you agree that the staff member will hold the concurrent position from the date of employment at Academia Sinica?

☐ Yes ☐ No. Remark: _____

Signature of Unit Director: _____

※Newly-recruited employees should read this notice carefully, fill in and sign it in person. Make two photocopies, keep one copy for themselves, and send the original copy to the employment unit for retention. When newly-recruited employees hold a concurrent position, it shall be submitted to Academia Sinica for approval after the initial review by the unit.

Relevant Regulations for Holding Concurrent Positions

1. In accordance with Subparagraph 10 of Article 5 of Academia Sinica Contract Employees Work Rules, employees shall not hold concurrent positions outside of Academia Sinica unless permission is granted by Academia Sinica.
2. Academia Sinica's contract-based employees under the Labor Standards Act can only hold concurrent position on the premise that it does not affect the fulfilment of the duties and employment contract, and does not involve conflicts of interests, also provided with the approvals from the PI, Unit Director and Academia Sinica.