

# Yuan Ze University Regulations for the Review and Issuance of

## Technical Personnel Allowances

October 30, 1995 Approved at the 3rd Administrative Council Meeting of Academic Year 1995

July 17, 2013 Amended and approved at the 22nd Administrative Council Meeting of Academic Year 2012

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### Article 1 Purpose

To ensure the technical proficiency of the University's technical personnel, to encourage them to strengthen their professional skills, and to enhance their technical capabilities, these Regulations are hereby established.

### Article 2

A "Technical Allowance Review Committee" (hereinafter "the Committee") shall be established. The Personnel Office shall submit a request to the President for approval, upon which seven faculty members with relevant professional backgrounds shall be appointed to serve on the Committee.

### Article 3

The Committee shall review applicants based on the following qualification criteria:

1. **Nature of assigned duties:** primary considerations include the degree of job-related hazard, the need to remain on call to handle emergencies, or heavy job responsibilities;
2. **Professional competence;**
3. **Annual performance evaluation;**
4. **Reasons provided by the unit supervisor in support of the recommendation.**

After review, the Committee shall prepare a list of recommended candidates, ranked separately by their respective units.

### Article 4

The Personnel Office shall, based on the Committee's approved ranked list and in consideration of the current year's budget, propose the allowance amounts and submit them to the President for approval.

The monthly allowance shall be limited to NT\$3,000 to NT\$5,000.

The number of personnel approved to receive the technical allowance shall not exceed thirty percent of the University's total number of technical personnel.

### Article 5

These Regulations shall take effect upon approval by the Administrative Council; the same procedure shall apply to any amendments.