

# **Guidelines for Application and Execution of National Science and Technology Council Projects by Retired Academia Sinica Full-Time Research Staff**

Approved on December 20, 2019

Amended on December 2, 2022

1. In order to ensure effective use of space, implement environmental safety and health management, and enhance the efficiency of overall resource utilization while fulfilling the need of retired Academia Sinica (AS) full-time research staff to apply for and execute National Science and Technology Council (NSTC) research projects, as well as adhere to relevant administrative regulations, the following Guidelines have been established.
  2. According to these Guidelines, research staff retired from full-time employment at AS (hereinafter referred to as “Retired Staff”) refers to the following personnel:
    - (a) Retired full-time research staff
    - (b) Retired full-time research staff who are hired by AS to serve as consultants as well as chair experts and scholars
    - (c) Retired full-time research staff hired by AS to serve as Adjunct Research Fellows or Corresponding Research Fellows
    - (d) Retired full-time Research Specialists or Technical Specialists
  3. Retired Staff may continue to execute NSTC research projects if they are qualified to serve as Project Directors or Co-Directors and fulfill any of the following criteria:
    - (a) Resources required for the project (such as office space or labs) have been permitted by the institute (research center) director and do not exceed designated limits.
    - (b) Resources required for the project exceed the aforementioned limits, but more than two-thirds of research staff at the rank of Assistant Research Fellow or above at the institute (research center) have given their consent through anonymous voting.
- During Retired Staff’s execution of NSTC research projects, if hiring of new staff or use of AS laboratories is required, full-time research staff or research specialists from the same institute (research center)

should be appointed as Co-Directors to facilitate administrative procedures.

4. Retired Staff who wish to continue executing NSTC research projects and have met the criteria in Article III may submit two copies of a consent form issued by their institute (research center) and other materials to the AS Central Office of Administration for approval.
5. Retired Staff who are qualified to apply for or execute the NSTC writing projects listed below are not subject to the criteria in Point III and may also submit two copies of a consent form issued by the institute (research center) plus a Project Director Statement to the AS Central Office of Administration. The institute (research center) will provide equipment and administrative support for such projects.

List of relevant NSTC projects:

- (a) Humanities High-Growing Monographs Writing
  - (b) Academic Monograph on Humanities and Social Sciences
  - (c) Annotated Translation of Humanities and Social Sciences Classics Research Project
6. Each institute (research center) has the right to determine termination dates for office and laboratory space, and coordinate the use of any available space.
  7. Retired Staff shall sign a Statement of Commitment before executing NSTC research projects.
  8. Any matters not specified in these Guidelines shall be subject to relevant Academia Sinica procedures.
  9. These Guidelines shall take effect only after approval by the AS President. The same procedures apply when amendments are made.



## Statement of Commitment

I (Project Director), \_\_\_\_\_, hereby confirm my understanding of the criteria listed below, and agree to comply with and be held liable for any violations.

This Statement of Commitment is made regarding the following research project that has been approved by the National Science and Technology Council (NSTC) (Project Title: \_\_\_\_\_, Project No.: \_\_\_\_\_), and has been made to ensure both Academia Sinica and the aforementioned project comply with all relevant regulations. The aforementioned project may be executed at Academia Sinica Institute (Research Center) of \_\_\_\_\_ only upon the execution of this statement.

- I. I promise to comply with the “NSTC Principles for Handling Research Project Grants” and issue written explanations for any contested expense report during the audit process. I agree to be held responsible for and, if found culpable, pay restitution for any improper use of funds, exaggerated costs or other misuses.
- II. I promise to comply with the following regulations on managing staff attendance and leave, and be held liable for any violations:  
“Labor Standards Act”  
“Terms for Hiring Project Research Members in NSTC-Granted Research Projects”  
“Amended Provisions to Hire Part-Time Workers”
- III. I promise to comply with NSTC deadlines and submit research reports on time, including the mid-term progress reports, final reports, and overseas travel reports. I agree to be held liable for any violation of such regulations.
- IV. I promise to comply with the “Academia Sinica Regulations for Ownership and Utilization of Scientific and Technological Research and Development Achievements” and agree that ownership of research results belongs to Academia Sinica.
- V. I agree that any violations of academic ethics shall be subject to the “Guidelines for the Establishment and Operations of the Ethics Committees at All Levels, Academia Sinica.”
- VI. I agree that this Statement of Commitment will be executed in two copies. I will retain one copy and Academia Sinica Institute (Research Center) of \_\_\_\_\_ will retain the other.

TO: Academia Sinica

Signed (Project Director):

(Signature)

ID Number:

Address:

Contact Phone Number:

Date (MM/DD/YYYY):