

# Guidelines for Recruiting Foreign Researchers and Staff at Academia Sinica

Approved by the Academia Sinica Affairs Forum on January 9, 1992

Amended by the 556<sup>th</sup> Chief Executive Meeting on March 19, 2002

Promulgated by Human Affairs Letter No. 9116011121 on April 22, 2002

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Promulgated by Human Affairs Letter No. 1050508899 on November 15, 2016

- I. These Guidelines have been established by Academia Sinica in order to recruit excellent foreign researchers and staff to participate in special research projects.
- II. When recruiting researchers and staff, the research institutes, preparatory offices, and research centers of Academia Sinica shall give priority to citizens of the Republic of China. The recruitment of foreign researchers and staff at Academia Sinica shall be restricted to special research needs.

### III. Certified researchers

1. Research fields: Recruitment of foreign certified researchers is restricted to new research fields established by each research institute, preparatory office, and research center of Academia Sinica.
2. Appointment: Appointment is restricted to researchers of the rank of Assistant Research Fellow or higher.
3. Qualifications: Applicants must possess the qualifications established in the organizational regulations of each research institute, preparatory office, or research center of Academia Sinica. Concrete documentation of research experience (relevant to research work upon employment) and notable research achievements must be provided.
4. Limit on the number of recruited foreign researchers: In principle, the total number of foreign researchers recruited by each research institute, preparatory office, or research center must not exceed 10% of the prescribed number of certified staff positions allotted by the budget for that year. In case of special recruitment needs, the number of foreign researchers employed may be increased through the approval from Academia Sinica. In this case, the number of recruited foreign researchers shall not exceed 10% of the prescribed number of certified staff positions allotted by the budget for that year.

### IV. Contract-based staff

1. Applicability:

- a) The recruitment of foreign contract-based staff shall be coordinated with the employment needs for certified research staff of Academia Sinica. Foreign contract-based staff shall initially be employed for a short-term probationary period.
- b) Recruitment should accord with the need for temporary assistant staff for the expansion of new research fields of each research institute, preparatory office, and research center.

2. Appointment:

- a) The employment of short-term, probationary staff (under the fiscal item entitled personnel expenses) is restricted to contract-based assistant research fellows, contract-based associate research fellows, and contract-based research fellows.
- b) In principle, when temporary assistant staff are needed for the expansion of new research fields by each research institute, preparatory office, or research center, full-time assistant positions under the “Ministry of Science and Technology specific-topic research projects” shall be selected. In case of special needs, the contracts of temporary assistant staff may be extended by special permission and signature of approval from Academia Sinica. In this case, the salaries of temporary assistant staff shall be paid through the fiscal item entitled affairs expenses.

3. Qualifications:

Recruitment of foreign contract-based staff is limited to those who have obtained master’s degrees or Ph.D. degrees from foreign universities or independent institutions which are recognized by Academia Sinica.

4. Restrictions on the number of contract-based staff employed:

- a) The number of contract-based researchers employed on a short-term probationary basis (and paid by personnel expenses) shall accord with the actual quota for the number of employees which can be employed.
- b) The number of full-time assistants recruited under the “Ministry of Science and Technology specific-topic research projects” is restricted to the quota on the number of employed personnel established in each research project.
- c) For each special application project, the approved number of contract-based temporary assistants (paid by the fiscal item entitled affairs expenses) may not exceed 10% of the quota established that year for temporary assistants (paid by the fiscal item entitled affairs expenses) by each research institute, preparatory office, or research center. In case of special recruitment needs, the number of contract-based temporary assistants (paid by the fiscal item entitled affairs expenses) may be increased through the approval from Academia Sinica. In this case, the number of contract-based temporary assistants (paid by the fiscal

item entitled affairs expenses) shall not exceed 10% of the prescribed number of contract-based temporary assistants (paid by the fiscal item entitled affairs expenses) positions allotted by the budget for that year.

5. These Guidelines and the amendments thereof have been approved and promulgated by the President of Academia Sinica.

Note: The Chinese text of these Guidelines shall be deemed the original. In the event of any dispute or misunderstanding as to the interpretation of the language or terms of these Guidelines, the Chinese language version shall control.