

NATIONAL TAIWAN UNIVERSITY
Directives Governing the Use of Research Rooms and
Laboratories by Retired and Resigned Faculty Members

October 14, 2003	Passed by the 2,312 th Administrative Meeting
January 13, 2004	Amended and passed by the 2,325 th Administrative Meeting
December 06, 2011	Amended and passed by the 2,695 th Administrative Meeting
April 10, 2018	Amended and passed by the 2,990 th Administrative Meeting
March 12, 2019	Amended and passed by the 3,033 rd Administrative Meeting

Article 1 National Taiwan University (NTU or “the University”) formulates the NTU *Directives Governing the Use of Research Rooms and Laboratories by Retired and Resigned Faculty Members* (“the Directives”) to effectively utilize its venues, strengthen its environmental protection, health, and occupational safety (EHS) management, and boost its resource utilization efficiency.

Article 2 Retired or resigned faculty members of the University (collectively, “former faculty members”) shall return any occupied research rooms and/or laboratories to their original unit(s) within three months of retirement or separation from the University. However, former faculty members with an ongoing research project at the University may apply to extend their use of said research rooms and/or laboratories by applying to the competent academic program prior to their retirement or separation, subject to passage by the department, college, or center affairs meeting and approval by an executive vice president.

Prior to returning research rooms/laboratories, former faculty members shall ensure that all remaining chemical agents, radioactive materials, and equipment/instruments capable of producing ionizing radiation, as well as all waste generated from experiments, are properly disposed of or transferred to the next user.

Extensions of usage as described in the first paragraph shall be subject to a specific scope and period, which shall be less than one year per extension.

Article 3 The competent academic program or center shall actively move to repossess any research room and/or laboratory occupied by a former faculty member who fails to return it by the deadline stipulated in Paragraph 1 of the preceding article, and may submit a signed request to the University or the competent college to cut off water/electricity, close down the occupied venue, or enforce a compulsory repossession should the former faculty member refuse to cooperate.

If the competent academic program or college has entrusted the University with the handling of a repossessed venue, the University may coordinate the use of said venues by the academic program or college.

In the event that a former faculty member fails to dispose of or transfer chemical agents, equipment/instruments, and/or waste in a research room/laboratory in accordance with Paragraph 2 of the preceding article, the competent academic program (center) shall do so on their behalf. The University may forcefully remove any materials that it deems to be hazardous to public interest or safety.

Academic programs shall designate spaces for use by their former faculty members.

- Article 4 Unless reserved in accordance with the procedures stipulated in Article 2, Paragraph 1 herein, research rooms/laboratories that have been occupied by former faculty members before the Directives take effect shall be returned within three months upon the date of implementation of the Directives. Matters pertaining to the repossession of such venues shall be subject to the provisions of Article 3 herein.
- Article 5 Matters not addressed herein shall be subject to other applicable regulations of the University.
- Article 6 The Directives shall be passed by the Administrative Meeting and then implemented on the date of promulgation.