

Key points for implementation of safety counseling services for off-campus housing students of National Yunlin University of Science and Technology

Jan. 13, 2015: Reviewed and approved at the 5th administrative meeting of the academic year 2014

Feb. 23, 2016: Amended and passed at the 7th administrative meeting of the academic year 2015

1. National Yunlin University of Science and Technology (hereinafter referred to as the university), in order to protect the personal rights and interests of students who live in off-campus housing, strengthen the communication and coordination mechanism for disputes or accidents involving off-campus students, and effectively safeguard the safety of students, has specially formulated the "Key points for implementation of safety counseling services for off-campus housing students of National Yunlin University of Science and Technology" (hereinafter referred to as these key points).
2. The term "housing counseling services" as mentioned in these key points refers to the Office of Academic Affairs being entrusted by the Ministry of Education to carry out counseling in accordance with the school's organizational regulations and to safeguard the safety and rights of students in off-campus housing. It also provides information on students' living conditions and landlord's basic information. The work includes collecting, using and assisting students in housing safety, preventing carbon monoxide poisoning, disputes, evaluation visits, guidance, education, liaison and coordination.
3. In order to effectively carry out this work, the information of latest living situation of students should be obtained every semester, and students who have not completed the login process can be controlled to use the school's online academic system to facilitate students to complete the login process; in addition, the external experts and scholars can be hired from time to time based on the actual needs, and they will assist in tutoring, study, lectures, safety assessments of student residences, and at the same time verify the payment of hourly fees and transportation expenses. The required funds will be covered by the relevant funds under the Academic Affairs Office.
4. For the data collection operation of "Student Residence Status Registration" in the service work of these key points, the definition of terms shall apply to the "Basic Definition of Information Collection Regulations" in Article 2 of the Personal Data Protection Law in the Republic of China (hereinafter referred to as the Personal Information Law); the data collection authority shall comply with the individual Article 6 of the Law "where it is within the necessary scope for a government agency to perform its statutory duties or for a non-government agency to fulfill its statutory obligation, provided that proper security and maintenance measures are adopted prior or subsequent to such collection, processing or use of personal data", and "where the personal data has been disclosed to the public by the data subject (landlord) or has been made public lawfully".
5. The objects for collecting data on students' living situation are the students of 4th and 2nd technical classes, graduate schools and other academic programs and rental landlords, excluding students who are at work and in specialized classes. The aforementioned parties may request

supplementary correction, copying, reading and stopping the collection, processing, use or deletion of information in accordance with Article 3 of the Personal Information Law.

6. In order to strengthen the interaction with local people and landlords, improve the quality of students' living, and help students to study with peace of mind, we can hold symposiums with landlords and solicit student scholarships and bursaries in accordance with the school's current fundraising methods.
7. These key points shall be reviewed and approved by the Executive Council and implemented after approval by the school principal; the same applies to revisions.