

Proposal of Mass Redundancy

Date :

Institutions / Factory	<input type="checkbox"/> Company registration number _____ <input type="checkbox"/> Factory registration number _____ <input type="checkbox"/> Profiting enterprise registration number _____		
Address		Phone	
		Fax no.	
Person in charge			
Person of contact			
Compliant of mass redundancy situation	<input type="checkbox"/> The same business entity or factory with employees no more than 30 people, dismissed more than 10 people within 60 days <input type="checkbox"/> The same business entity or factory with employees from 30 to 200 people, dismissed one-third of people within 60 days or 20 people per day <input type="checkbox"/> The same business entity or factory with employees from 200 people to 500 people, dismissed one-fourth of people within 60 days or 50 people per day <input type="checkbox"/> The same business entity or factory with employees more than 500 people, dismissed one-fifth of people within 60 days or 80 people per day <input type="checkbox"/> The same institution dismissed over 200 people within 60 days or 100 people per day		
Instruction: The total number of employees in the box above does not include the labors hired under regular contracts defined in Article 46 of the Employment Services Act.			

Reason for dismissal: (options except for reorganization or merger and acquisition, could be chosen multiply)	<input type="checkbox"/> Transferred or closed (Recommended attachments: 1、2、3、6、7) <input type="checkbox"/> Business Loss (Recommended attachments: 1、2、3、4、7) <input type="checkbox"/> Business crunch (Recommended attachments : 1、2、7) <input type="checkbox"/> No longer in production due to force majeure (Recommended attachments: 1、7) <input type="checkbox"/> Nature of the business changes, resulting in a necessary labor decrease with no appropriate further settlement (Recommended attachments: 4、6、7) <input type="checkbox"/> labor being incapable for the work (Recommended attachments: 7) <input type="checkbox"/> Merger and acquisition (Recommended attachments: 1、2、5、6、7) <input type="checkbox"/> Reorganization (Recommended attachments: 1、2、5、6、7)
Reason for dismissal and attachment (the actual situation should also be summarized in addition to checking.)	Explanation: Attachment: <input type="checkbox"/> 1. Latest issue of self-closing financial statements (including balance sheet, profit and loss statement, cash flow statement, statement of changes in shareholders' equity) <input type="checkbox"/> 2. Latest issue of accountant's check of visa report or review report (A business unit with a paid-up fund of more than NT\$30 million) <input type="checkbox"/> 3. Latest issue of company's inventory of property <input type="checkbox"/> 4. Monthly change in revenue of the institution over the past three years (401 declaration form) and order, sales slip statistics <input type="checkbox"/> 5. Pro-forma financial statements after reorganization or merger and acquisition <input type="checkbox"/> 6. Certified documents on resolution of business austerity, business nature change, closure, transfer, merger and acquisition or reorganization <input type="checkbox"/> 7. Report to the board of directors, shareholder meeting or person in charge, on internal evaluation analysis report or resolution on the cause of dismissal (including all attachments and proof of the fact that the labor is indeed incapable of the job) <input type="checkbox"/> Other _____

<p>Notification and promulgation of the dismissal proposal</p>	<p>Proposal revealed publicly on _____ (Date), in the way of: <input type="checkbox"/> Written form <input type="checkbox"/> Digital Supporting information : _____</p> <p><input type="checkbox"/> Labor union which the labors involved in the mass redundancy from certain department of the business entity, belong to <input type="checkbox"/> The labor representative of the labor-management meeting of the business entity <input type="checkbox"/> Labors involved in the mass redundancy of the business entity</p> <p>was/were notified on _____ (Date)</p>
<p>Instruction : According to the provision of Article 4 of the Act for Worker Protection of Mass Redundancy, the institution shall notify the authorities and related departments or staff of the dismissal proposal, and reveal it publicly 60 days prior the compliant mass dismissal. Those who violate the law, according to the provision of Article 4 of Mass Dismissals Protection Law, the institution shall be fined from NT\$100,000 to NT\$500,000, and demanded proposal to be submitted in a limited time; if not, they shall be fined on a daily basis until the date of proposal.</p>	
<p>Dismissal department and number of staff</p>	<p>Business Entity / Factory _____ The department, mass dismissals business location or chain store of mass dismissals _____ Total number of staff _____ Estimated number of staff dismissed _____</p>

Instruction:

1. Term “the same factory” is defined as the major structure in economic activities, for those who have an individual business account book or are to be registered individually.

Term “individual business account book” refers to accounting books verified by tax authorities.

Term “business entity book registered individually” refers to all business registration certificates that are to be applied individually; and the question of whether registrations are completed is not under inspection.

2. Dismissal plans should be completed separately for separate factories.

3. For business entities, the total number of employees refers to the extent of dismissal, and it is also the total number of employees under the business entity.

For factories, it is the total number of employees in the factory. The total number of employees is subjected to the number when submitting this proposal.

4. The estimated number of people dismissed refers to both the number of people dismissed per day that met the standard of mass redundancy and the number of people dismissed within 60 days that met the standard of Article 2 of the Act for Worker Protection of Mass Redundancy.

If the mass redundancy involves separate branches or business locations, please give details in the addresses of each branch and the number of people dismissed in attachments.

Dismissal date and number	1、__ __ __ (Date) number of personnel dismissed__
	2、__ __ __ (Date) number of personnel dismissed__
	3、__ __ __ (Date) number of personnel dismissed__

Instruction: If the number of dismissals per day conforms to the standard of mass dismissals, only one item shall be filled in; if dismissal number is distributed and conforms to the standard of mass dismissals during a period of 60 days, actual dismissal time and number of personnel are to be filled in.

Standard on personnel dismissal	
---------------------------------	--

Instruction: for example, employee’s department and performance appraisal etc. According to the provision of Article 13 of the Act for Worker Protection of Mass Redundancy, employee’s race, spoken language, religion, political party, birthplace, gender, appearance, physical and mental handicap, age, and position in the labor union cannot be used as criteria for dismissal. Dismissal is invalid upon any violations.

Severance Calculation	<p>The calculation of average salary: Salary includes _____</p> <p>Severance calculation formula: seniority * ___ (bases) * average salary</p> <p><input type="checkbox"/> Other programs superior to severance program according to labor laws _____ _____</p> <p>Please attach a detailed list of the dismissed employees' salary and seniority, company's internal specification of related information on dismissal or retirement, and the date when the severance is scheduled to be paid.</p>
<p>Instruction: The salary archive should list the headings of any paid salary or reward.</p>	
Job-Transfer Counseling Program	<p><input type="checkbox"/> Referral to affiliated company</p> <p><input type="checkbox"/> Referral to neighboring company</p> <p><input type="checkbox"/> Referral to field-related company</p> <p><input type="checkbox"/> Other (details further explained in attachments) _____</p> <p><input type="checkbox"/> None</p>
Content on labor job-transfer counseling	<p>The number of personnel in need of job-transfer counseling _____</p> <p>Name of Referral Company _____</p>
Independent Labor-Management Negotiation	<p>Negotiation on the dismissal program is estimated to start at _____ (Date).</p>
<p>Instruction: According to item 1, Article 5 of the Act for Worker Protection of Mass Redundancy, within 10 days from the date of submission of the mass redundancy plan, the labor and the employer shall enter into negotiations in the spirit of autonomy. According to item 1, Article 18 of the same law, institutions would be fined from NT\$100,000 to NT\$500,000 upon violations.</p>	

Remark	There should be three copies for this mass redundancy proposal; one for the labor administration authority according to your business entity or factory location; another for labor union, or the labor representative at the labor-management meeting, or the labors from the department in dismissal; the other for public revelation.
--------	--