Name:	Phone Number:	ID Number:
	Employee ID:	
According to	Articles 20, 21, and 32 of the Occupa	tional Safety and Health Act, new faculty and staff
members of F	Fu Jen Catholic University must comp	lete education and training as well as a physical
examination	before starting their position.	
1. Occupation	onal Safety and Health Training Re	quirements
All new facult	ty and staff members must complete	a three-hour general occupational safety and health
education tra	ining before their first working day, ir	accordance with the university's "Implementation
Measures for	Occupational Safety and Health Educ	cation and Training."
• (1) Or	nline Course (2 hours)	
Upon	receiving notification of employment	t from your department, log in to the Occupational Safety
and H	ealth Digital Learning Platform as a "\	Worker" and complete two online courses:
0	"General Occupational Safety and F	lealth Education Training (Part 1)"
0	"General Occupational Safety and F	lealth Education Training (Part 2)"
	Print out the course completion rec	ord and email the proof of completion to the
	Environmental Safety and Health Co	enter at 083746@mail.fju.edu.tw . (Refer to Appendix 1 for
	platform usage instructions.)	
• (2) Or	n-Site Training (1 hour)	
Before	e your first working day, complete the	e Occupational Safety and Health Work Rules Training at
the Er	nvironmental Safety and Health Cente	er (5th floor of Shu De Building).
Appoi	ntment required: Send the Email to $\underline{0}$	83746@mail.fju.edu.tw to schedule the training session.
2. Additiona	l Safety Training Sessions	
A one-hour in	n-person general safety and health edu	ucation course is held quarterly by the Environmental
Safety and He	ealth Center, and We will send email	to inform new staff and faculty.
3. Laborator	ry Safety Training	
If your position	on requires working in a university lab	oratory, you must complete the relevant laboratory safety
training befor	re being allowed to work:	
 Gener 	ral Laboratory Safety Training (8 hours	s): Conducted annually in August and September.
	fety and Biosecurity Training (8 hours) gical laboratories.	: Conducted annually in October for those working in
-		ching instructional videos. Failure to complete the training
	entry into the laboratory.	ming men decision masses i unan e de complete une una nim o
<u>.</u>	pintment contact: 023793@mail.fju.ed	du.tw
	edgment and Compliance	
	completed the general occupational	safety and health education training.
	(Signature)	
 I have 		n Catholic University's Occupational Safety and Health Worl
Rules.	- , ,	, , ,

 $\bullet \quad I \quad \boxed{\text{will } \quad} \text{will not work in a university laboratory } (\boxed{\quad} \quad \text{biological } \boxed{\quad} \quad \text{non-biological) and will complete}$

the necessary laboratory safety training before starting experiments.

____(Signature)

Training Details

Training Name	Training Method	Hours	Completion Date	Contact Method	Notes	
General	Online Course	2	YYYY/MM/DD		Must be completed before employment	
· I	Ο ,	1	YYYY/MM/DD	1083746@mail.tiu.edu.tw.for	Must be completed before starting work	
	On-Site Training (Four Major Plans)	1	Quarterly	Registration via official notice and email	Must be completed within 3 months of employment	
Laboratory Safety and Health Training	All New Lab Personnel	8	August– September (4 sessions)		Required before entering any lab	
	Biosafety Training (For Biological Lab Personnel)	8	October (1 session)		Required before entering biological labs	

5. Physical Examination Report

- (1) If the employment contract is **more than 6 months**, submit your physical examination report before starting working day.
 - Non-continuous employees returning after a 6-month gap must undergo a new physical examination.
 - Renewing contracts or transferring positions does not require a new medical report.
- (2) Are you engaged in a hazardous work environment? Yes No
 - Employees involved in **32 high-risk occupational activities** (as defined in the "Labor Health Protection Rules") must undergo a **specialized health check** before employment and **periodic health checks** thereafter.
- (3) Submit your **physical examination report** to <u>146278@mail.fju.edu.tw</u> before employment and provide a paper copy to the Environmental Safety and Health Center on your first working day.
- (4) Visit the Environmental Safety and Health Center website to download the Physical Examination Form under "Forms > Occupational Safety and Health. > Download the physical Examination form"
- **(5)** A list of **approved medical institutions** for labor health checks is available at: https://hrpts.osha.gov.tw/Home/CertifiedHospInfoSearch

6. Important Notes:

- 1. In compliance with the Occupational Safety and Health Act, new faculty and staff members of this institution must complete a 3-hour general safety and health training course and a physical examination before their first day of employment. Please ensure timely completion and submission.
- 2. If new employees violate the following provisions of the Occupational Safety and Health Act—Article 20, Paragraph 6 (requirement to complete a physical examination), Article 32, Paragraph 3 (requirement to complete safety and health training), and Article 34, Paragraph 2 (requirement to comply with safety and health work regulations)—they may be fined up to NT\$3,000 if found in violation by labor inspection authorities.
- 3. New faculty and staff members must complete this form and submit it to the Environmental Protection, Safety, and Health Center on the 5th floor of Shu-De Building before their first day of employment.

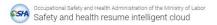
Attachment 1

Instructions for Using the Occupational Safety and Health Digital Learning Platform

(In addition to the listed courses below, similar courses may also be accepted.)

(1) First, register and log in to the platform: Click "Login" > Click "Register" > Chose "your identity" > Enter your personal information.







Introduction to the theme

F & Q

File download

新事業單位快速填報

Jillait Ciouu

Use digital smart technology to develop occupational safety and health education, occupational safety and health management unit (personnel) setting, occupational disaster statistics network reporting and personnel integrate "education", "management" and other my country Safety and health "teaching, examination, training, use" database, and provide





Common Problem

More>

No announcement

What is a Smart cloud?



Occupational Safety and Health Administration of the Ministry of Labor Safety and health resume intelligent cloud





 \bigcirc / Register

2 Register



National worker

General registration: Online training courses only. Login NHI Card or Natural Person Certificate: Inquire about personal resume (Education and training records and certificates, records of employment as occupational safety and health managers, etc.) Digital Learning Broadcast Rights



Foreign worker

Provide physical and online training courses, license registration, and after registration, you can check your personal occupational safety and health history



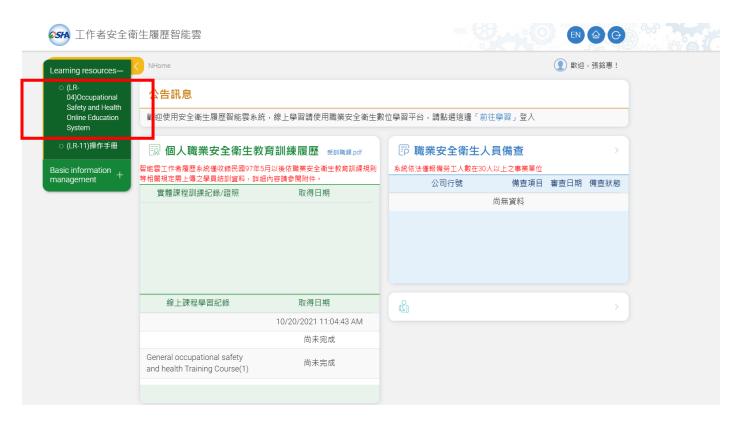
Institutions

Provide "Occupational Safety and Health Management Unit Personnel Setup Reporting" and "Occupational Disaster Statistics Online Reporting System" and other services

Cancel

Woker Registration 印尼文 中文 English 泰文 越南文 Ex: isafe_osha@tradevan.com.tw The length of the account is more than 6 * Personal Id *Name digits, it is recommended to use personal information such as EMAIL, mobile phone.. *User password *confirm password The password consists of 12-16 characters, and contains at least 1 English letter and 1 number, and the others can be any Password rules Job Title *Gender \bigcirc M \bigcirc W *Cell Phone Ex: 0912-345678 *EMAIL Tel Ex: 02-12345678#123 Fax Ex: 02-2345678 *County please choose... *Administrative regions Contact Address Cancel

(2) After completing registration and logging in, click the Learning Resources tab in the upper left corner >Occupational Safety and Health Online Education System.

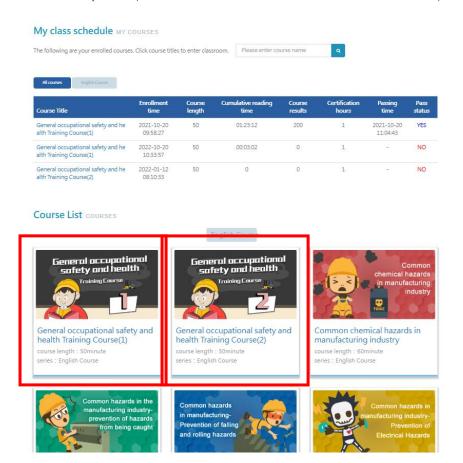


(3) The course topics, names, and required hours are listed below:

No.	Course Name	Hours	Qualification Requirements
1	General Occupational Safety and Health Training Course (Part 1) (Mandatory)		Submit a printed certificate of completion to the
2	General Occupational Safety and Health Training Course (Part 2) (Mandatory)		Environmental Protection, Safety, and Health Center for record-keeping

(4)

Click "Course Registration" and "Start Course", then complete the required course hours, exam, and questionnaire as instructed by the system. After completion, go to Personal Area > Learning Records, print the certificate of completion, and submit it to the Environmental Protection, Safety, and Health Center.



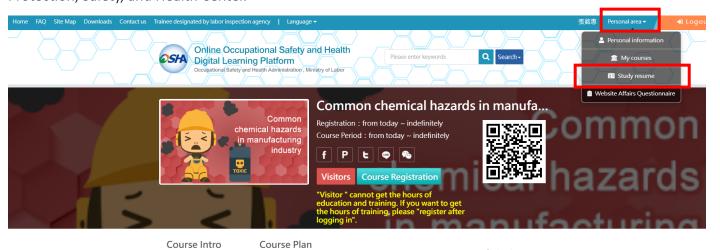






Course Intro Course Plan Instructor :

(5) Go to Personal Area >Study Resume, print the learning record, and submit it to the Environmental Protection, Safety, and Health Center.



Course length: 60 minute

Certification hours: 1 hour

Introduction:

The application of chemicals promotes global economic development and is an important part of the application of chemicals promotes global economic development and is an important part of the development of human civilization. Yet meanwhile, the potential harm to human health and the chemical environment cannot be ignored. In recent years, there have been several major industrial safety hazards `hazards cacidents and occupational disease cases related to chemicals, which have attracted great attention from healthy healthy



頁數 : 1/1 ·總計學習時數 : 1 小時

Certificate of Completion 課程學習時數證明

姓名:張銘惠

身分證字號:

課程名稱	上課起訖日期	課程長度(分)	認證時數	通過日期	通過狀態
.一般職業安全衛生教育訓練課程(上)	即日起~無限期	60	1小時	2021/10/20	通過

