

National Yang Ming Chiao Tung University Repair Regulations for the Staff Dormitory

Approved by the Dean of General Affairs, dated May 10, 2022, No. 1110017415

1. These regulations are formulated to direct the repair of staff dormitories.
2. The term “management units” as used herein refers to the First Division of Property and Business Management and the Second Division of Property and Business Management belongs to the Office of General Affairs.
3. The tenant must pay the repair fee for damaged facilities in the dormitory during the period they are renting the dormitory, unless any of the following facilities are damaged or situations occur:
 - (1) The building structure is damaged through water leakage or water seepage (include the painting of the repaired area).
 - (2) Decay or damage to wooden doors and windows in the dormitory.
 - (3) If bathroom and kitchen equipment are provided by the university, damaged equipment shall be returned to the university and no replacement or repair shall be provided.
 - (4) Public facilities:
 - a. Maintenance of public staircases, public doors and windows, elevators, fire-fighting equipment, sanitary pipe lines, and interphones (including door entrance security systems).
 - b. The mechanical, water, and electricity facilities of the dormitory district, the public pipe lines, and the general fire-fighting system.
 - c. Damaged major structural components such as beams, pillars, floors, load-bearing walls, external walls, and ceilings of the building that could affect the safety of tenants.
 - d. The accommodation road and walls of the dormitory district.
4. The university’s principles for repair are practicality, economy, and safety.
5. For repairs for which the university is responsible pursuant to Article 3 of these regulations, the tenants are responsible for applying for repairs in private areas, and chiefs or management committees are responsible for applying for repairs in public areas. The applications must be filed to the Office of General Affairs and processed after they have been approved.
6. Tenants who caused water leakage, water seepage, drainage pipe blockage, or equipment damage must repair such damages themselves. In the event that an emergency has occurred, or the damage has affected other tenants, or if tenant did not repair the damage within the period prescribed by the university, the university may repair the damage for the tenant. The tenant shall be responsible for the cost of repair. If the tenant refuses to pay for the cost of repair, the Staff Dormitory Management Committee may pass a resolution and compulsorily evict the tenant.
7. Notice for renovations in dormitories:
 - (1) Dormitories are allocated according to its current status. The university may provide repair subsidies for first-time tenants moving into multiple-room staff dormitories that are old or under special circumstances. Such tenants must

provide the receipt for the subsidy, and the subsidy is provided only once for each tenant. If tenants relocate to another dormitory, they cannot receive the subsidy again. If both the tenant and the tenant's spouse are employed at the university, they may receive the subsidy only once. The maximum subsidy provided to tenants depends on the age of the dormitory and is determined as follows:

- a. Dormitories less than 10 years old: No subsidy.
- b. Dormitories that are 10–25 years old: NT\$ 100,000
- c. Dormitories that are over 25 years old: The management units may inspect and repair the basic water and electricity facilities of the dormitory and provide an additional repair subsidy of NT\$ 100,000.

Tenants who live in dormitories pursuant to Article 15 of the Guidelines for Lease and Management of the Staff Dormitory are mostly living in old buildings pending reconstruction. Tenants allocated to such dormitories shall not receive repair subsidies after basic water and electricity facilities have been inspected and repaired by the university.

(2) Self-paid construction in dormitories:

- a. Tenants may not arbitrarily expand, reconstruct, illegally construct, structurally alter, or change the appearance of the building. If tenants have special needs, they must submit their reasoning for requiring construction, which may commence only after the approval of the Dean for General Affairs. Such tenants must pay for the repair fee for water leakage or other damages caused through said construction. Tenants who install metal bars outside their windows must follow the regulations of the local government.
- b. Tenants must provide the duration and content of the construction to the chief and management units 7 days before construction and must place an announcement of the construction in an obvious location in the dormitory building.
- c. To maintain peace and quiet in the dormitory district, construction that generates noise may only be conducted from 08:00–12:00 and 14:00–18:00 from Monday to Friday. Construction may not be conducted at any other time or on Saturday, Sunday, and public holidays. Sudden emergency situations such as broken water pipes and coal gas leakage are not limited by the aforementioned restrictions.
- d. The construction must be continuous, and the construction period should be minimized. Tenants are responsible for relevant matters during the construction period. They are responsible for reports communicated by other people, the losses and damages of other people caused by the construction, and construction-related fines.
- e. Items added by tenants after self-paid construction must be removed when the tenants move out. Tenants shall restore the dormitory to its original design and pay for the restoration cost. They may not ask for compensation if the university determines that the item may be left in the dormitory.

(3) Tenants must cooperate and may not refuse if the university has to enter the

dormitory for maintenance or construction works.

8. The Guidelines for Lease and Management of the Staff Dormitory and other regulations shall govern any matter not mentioned in these regulations.
9. These regulations shall be implemented following the approval of the Dean of General Affairs. The same procedure is applicable to any amendment thereto.