

Regulations for Management of Responsibilities in Research Projects and Handling of Disputes in Financial Execution

2014.05.06 Passed in the 8th Administrative Meeting of the 102nd academic year
2014.05.22 Announced in the GaoYiYanFaZi No. 1031101656 Letter
2016.01.14 Passed in the 6th Administrative Meeting of the 104th academic year

Article 1 To enhance the efficiency of fund execution in internal and external research projects and to establish a tiered responsibility and dispute resolution mechanism for the execution of research projects, ensuring that the execution of projects corresponds with their respective responsibilities, Kaohsiung Medical University (hereinafter "KMU") hereby establishes the Regulations for Management of Responsibilities in Research Projects and Handling of Disputes in Financial Execution (hereinafter "the Regulations").

Article 2 The division of duties and responsibilities among relevant units of KMU are as follows:

1. The Office of Research and Development or the Office for Industry-Academic Collaboration shall handle project application, contract signing, requisition, coordination, and related management and evaluation tasks.
2. Personnel employment, remuneration, insurance, and attendance control: The employment, remuneration, insurance, and attendance control of full-time, part-time assistants, and temporary workers shall be conducted in accordance with the regulations of the subsidizing authority and KMU's personnel management, handled by the Human Resources Office, with assistance in management from the project principal investigator.
3. Procurement and property management: Operations related to procurement and management of property items shall be conducted according to government procurement laws, KMU's procurement regulations, and property management regulations, handled by the Office of General Affairs.
4. Expense verification and accounting management: In accordance with the regulations of the subsidizing authority and KMU's accounting operations, and following administrative procedures of the school, the project executing unit shall carry out the verification of expenses, with the supporting documents submitted to the Office of Accounting for review.
5. Cashier operations for receipt and payment: The management of receiving and disbursing project funds shall be conducted by the Cashier Division of the Office of General Affairs.

Article 3 The determination of doubts concerning relevant matters during the

execution of the project shall be made in the following manner:

1. In the event that, during the execution of funds, the coordinating unit states that certain expenses cannot be verified, that unit shall provide a specific legal basis for this assertion.
2. In cases where the law allows room for interpretation, authorized personnel shall interpret according to their responsibilities within the tiered responsibility mechanism; if authorized personnel are unable to handle the matter, it shall then be reported to the President for interpretation.
3. If the President is unable to provide an interpretation, a request shall be sent to the subsidizing authority for resolution.

Article 4 In the event that a project principal investigator executes an externally subsidized research project and the subsidizing authority determines that there has been an overstatement (fictitious reporting) of funds, expenses not in accordance with the purpose of the subsidy, or non-compliance with contractual standards resulting in "exclusion" or "recovery" of funds, the project manager shall return the amount accordingly.

Article 5 For matters not covered by the Regulations, they shall be handled in accordance with the provisions of the subsidizing authority and the relevant regulations of KMU.

Article 6 After being reviewed and passed by the Administrative Meeting and approved by the President, the Regulations shall be implemented from the date of announcement, and the same applies to amendments.

” English version is for reference only, Chinese version the shall prevail.”