

## CONTACT INFORMATION



Organization	Telephone No.
24HR Hotline for Foreign Workers	1955
National Immigration Agency New Taipei City Service Center	(02)8228-2090
National Immigration Agency New Taipei City Specialized Operation Brigade	(02)8221-5701
Foreign Affairs Department of New Taipei City Police Department	(02)8072-5454
Counseling Hotline in Tagalog/ English	(02)8965-9091
Counseling Hotline in Thai	(02)8968-2605
Counseling Hotline in Indonesian	(02)8965-1014
Counseling Hotline in Vietnamese	(02)8965-1044

Advised by



Workforce Development Agency,  
Ministry of Labor



New Taipei City Government

Organized by



Labor Affairs Department,  
New Taipei City Government

## IMPORTANT REMINDERS



### DISPUTES

When you have disputes about labor contract or your labor rights, you can ask the County government's labor authority, local labor consultation service centers or nongovernmental labor intermediary groups for assistance or mediation.



### KEEP YOUR ID BY YOURSELF

Always keep important IDs including ARC, passport. Do not rashly provide your IDs or personal information to others.



### PERMITTED WORK CONTENT AND LOCATION

Your work content, location, and employer must be in accordance with those regulations in your employment permit letter and are not allowed to transfer without permission of the Ministry of Labor.

Your employers are not allowed to ask you to do any jobs and work at any location out of Labor permission.

Anyone caught working part-time will face the risk of having his employment permit revoked.



### CHANGING EMPLOYER

In the event of (a) death or immigration of the employer or the patient; (b) vessels unable to operate from detention, shipwrecked or repair; (c) the employer winding up or halting the business and unwilling to pay wages stipulated in the contract and (d) other situations approved by Ministry of Labor, the worker or the employer may apply for transferring through Workforce Development Agency, Ministry of Labor.



### WHEREABOUTS UNKNOWN

Absent from work for three consecutive days without contact will result in work permit revocation. The worker will be deported and not allowed to work in Taiwan again. Furthermore, illegal working while whereabouts is unknown will be fined between 30,000 NTD and 150,000 NTD.



### CELL PHONE AND OTHER CONSUMER ELECTRONICS

Cell phone and other consumer electronics are personal belongings and shall not be confiscated nor be prohibited of possession by employers. However, the employers have the right to restrict them during working time. Unless it is necessary, you should also try to avoid using.

## CALLING CARD NT \$50

### 50NTD TELEPHONE CARD

24HR Hotline for foreign workers / 1955

Hotline for women and children protection / 113

Hotline for anti-fraud / 165



Labor Affairs Department,  
New Taipei City Government

就業安定基金補助 廣告

# THE REGULATION GUIDANCE FOR FOREIGN WORKERS IN TAIWAN



英語版



## WHAT YOU NEED TO KNOW WHILE LIVING IN TAIWAN



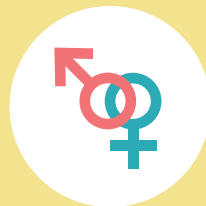
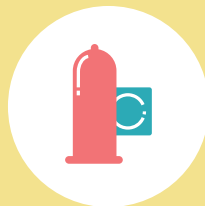
### SAFE SEX

#### Case example

Mary, a home caregiver, was feeling not well, her employer brought her to the doctor and discovered that Mary was 4 months pregnant. At this time, Mary admitted that she had sex with her boyfriend during the holiday. Although the employer and grandfather are kind to her, she herself had also got the hang of work, Due to the wish of having family members at her side and ensuring safety for the child inside her womb, she decides to terminate her work contract and go back to her own country and prepare for delivery.

#### Reminders

During the period of your work in Taiwan, in case of failing to have safe sex (including failure to use condom), resulting to woman getting pregnant or getting syphilis or other infectious diseases, this will affect your career plans. Hoping that all our foreign friends who come to work in Taiwan, must give importance to safe sex behavior, strengthen concept on self-protection, and make it a habit on use condom throughout the act of sexual intercourse.



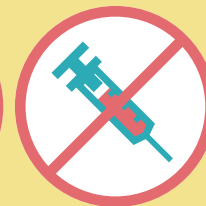
### DRUG ABUSE AND DRUNK DRIVING WILL RUIN YOUR LIFE

#### Case example

Amu and friends went to KTV on his holiday. He was received some drugs by his friends and he accepted. He returned to dorm by motorcycle and stopped by the police. They found his drug and he also failed the sobriety test by 0.95%. He was then immediately brought to the police station, faced a fine highest up to 90,000 NTD and criminal penalties for drug abuse.

#### Reminders

Drunk driving and using or possessing any narcotics such as opium, morphine, cocaine, marijuana and amphetamine are all prohibited while working in Taiwan. Once discovered and prosecuted or found guilty, the Ministry of Labor will revoke his or her work permit, he or she will be deported and will not be allowed to work in Taiwan again.



### NEW RULES FOR ELECTRIC BICYCLES. 1 MUST & 2 NOs:

**MUST WEAR A HELMET,**  
**NO CARRY PERSONS & NO MODIFIED.**

#### Case example

Amin carries Ami with his electric bicycle for commut. One day, he was stopped by the police at the intersection, and was fined for carrying persons and not wearing a helmet.

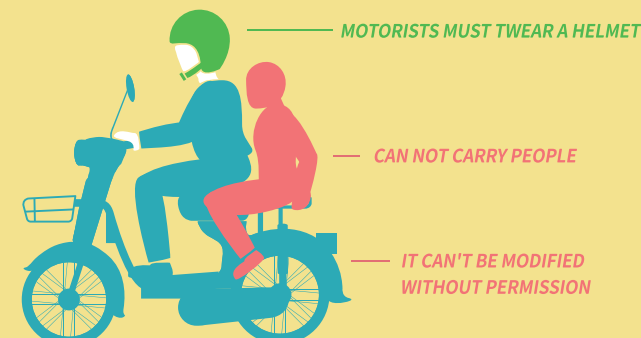
#### Reminders

The new rules of electric bicycles will be effective as follows:

People must wear a helmet while riding electric bicycles and violators will be fined up to 300NTD

Can not carry people, violators will be fined 300NTD.

The bike can't be modified without permission. The violators will be fined up to 5,400NTD at most.



## LABOR STANDARDS ON WAGES AND WORKING HOURS

The regulations of wages, working hours, leaves, overtime, and severance for domestic helpers and family caretakers shall be in accordance with their employment contract. Boarding and lodging fees shall not be deducted from the salary of family caretakers or domestic helper while they stay in their employer's families.

Foreign workers in manufacturing, construction, fishery, nursing aid, cooks, and translation shall be regulated by the Act as follows:

#### OVERTIME

The sum of extended and regular working hours shall not exceed 12 hours a day. The sum of overtime shall not exceed 46 hours a month.

#### OVERTIME PAY

For laborers who worked over 8 hours, additional pay of an amount over one third of the hourly wage shall be added if the overtime was less than 2 hours, and an additional two third shall be added if another overtime under 2 hours was carried out.

#### RECESS

A worker shall be permitted to have a break for at least 30 minutes after working for 4 continuous hours; however, that such break may be rescheduled by the employer to be taken within other working hours if a rotation system is adopted or work of a continuous or urgent nature is involved.

#### BOARD AND LODGING FEE

The amount of board and lodging fee shall be made into an agreement by both the employer and the worker before the worker arrives in the country depending on the actual conditions provided by the employer, and must not exceed the maximum of 5,000 NTD as set by the Ministry of Labor.