

National Central University Winter and Summer Camp Opposite

Sex Staff Dormitory Duty Acknowledgment Letter

Camp (School Team)				
Dormitory Use Period	From _____ (YY/MM/DD) to _____ (YY/MM/DD)	Night Duty Location		
Reason for Night Duty				
Night Dutiee's Name	Student ID	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Mobile Phone Number	Night Duty Date/Time

(Rows may be added as necessary)

*The personal data collected on this form will be used solely for personal data-related services. Without the individual's consent, the data will not be used for other purposes or disclosed to third parties. The data will be stored and managed securely in accordance with the university's Personal Data Protection Management System.

July 31, 2019

Description:

Due to job requirements, it is necessary to perform night duty work. The personnel on night duty pledge to fulfill their responsibilities diligently, comply with dormitory management regulations, operate within designated areas, and abstain from changing locations or entering students' rooms without authorization.

In case of any emergency, the personnel shall prioritize notifying the management staff for coordinated handling and shall not act independently. No other transgressions or misconduct shall occur. If the above regulations or other major violations are found to be true upon investigation, the individual agrees to forfeit the right to dormitory accommodation during the following winter or summer vacation for one year and shall subject themselves to university discipline in accordance with school regulations. This statement is made voluntarily.

To: Accommodation Services Section

Signatures of Night Duty Personnel (must be personally signed by the individuals listed):

Notices:

1. The management staff should test the mobile phone before entering the dormitory to ensure communication is functional.
2. If the personnel do not leave the dormitory on time or leave the designated duty area during duty, the management must be contacted immediately.
3. During night duty, to maintain dormitory peace, no loud noise or disturbances should be made at the duty location.

Date (YY/MM/DD)

National Central University Personal Data Protection Policy – Consent Form for the Provision of Personal Data		
Document Number: NCU-PIMS-D-013	Confidentiality Level: Internal Use	Version: 1.1

This consent form explains how National Central University (hereinafter referred to as "the University") will process the personal data collected through this form. By selecting "I agree" and signing this consent form, you acknowledge that you have read, understood, and agree to accept all contents of this consent form and any subsequent modifications or amendments. If you are under 18 years of age, your legal guardian must read, understand, and consent to all provisions within this consent form and any future amendments before you may use this service. However, if you have already accepted this service, it shall be deemed that you have obtained the consent of your legal guardian and agree to abide by all the regulations herein.

I. Collection, Updating, and Storage of Basic Personal Data

1. The University collects your personal data in accordance with the "Personal Data Protection Act" of the Republic of China and relevant laws, based on the University's [Privacy Policy Statement], for the purposes of collection, processing, and utilization of your personal data.
2. Please provide accurate, current, and complete personal data at the time of application.
3. The personal data collected by the University to perform its duties may include your name, title, contact information (phone number, email), and other relevant information (subject to adjustment based on circumstances).
4. If your personal data changes, please proactively request correction to ensure it remains accurate, current, and complete.
5. If you provide incorrect, misleading, outdated, incomplete, or false information, you will bear the relevant loss of rights and interests.
6. You may exercise the following rights regarding your personal data in accordance with the "Personal Data Protection Act" of the Republic of China:
 - (1) Request to inquire or review your data.
 - (2) Request a copy of your data.
 - (3) Request to supplement or correct your data.
 - (4) Request to cease collection, processing, and utilization of your data.
 - (5) Request deletion of your data.

However, the University may refuse such requests when necessary for executing its duties or business. If you wish to exercise the above rights, please contact the personal data protection contact window as specified in the University's [Privacy Policy Statement]. The University shall not be responsible for any damages arising from the exercise of these rights that result in your rights and interests being affected.

II. Purpose of Personal Data Collection

1. The University collects your personal data to carry out matters related to dormitory management (subject to adjustment based on actual circumstances and specific forms).
2. If the purpose of using your personal data differs from the original purpose for which it was collected by the University, we will seek your prior written consent before using the data. You may refuse to provide your personal data; however, doing so may result in the loss of associated rights and benefits.
3. The University will utilize your personal data for a period of up to ten years from the date of collection (subject to adjustment based on actual circumstances and specific forms), and the data will be used within Taiwan.

III. Confidentiality of Basic Data

Your personal data is protected and governed by the University's [Privacy Policy Statement]. If the University violates the provisions of the "Personal Data Protection Act" or if your data is compromised

due to natural disasters, incidents, or other force majeure, resulting in theft, leakage, alteration, or other infringements, the University will, upon investigation, notify you through appropriate means such as telephone, letter, email, or website announcement.

IV. Effectiveness of This Consent Form

1. By selecting "I agree" and signing this consent form, you acknowledge that you have read, understood, and agree to all the terms herein. If you violate any of the terms, the University may terminate all rights or services provided to you at any time.
2. The University reserves the right to modify the provisions of this consent form at any time. Such modifications will be announced on the University's website; no individual notice will be issued. If you do not agree to the modifications, please refrain from continuing to use this service. Continued use of the service shall be deemed as your acceptance of and agreement to the amended or additional terms of this consent form.
3. Any advice or information obtained by you from this consent form, whether in written or oral form, shall not constitute any guarantee beyond the explicit provisions of this consent form unless otherwise specified.

V. Governing Law and Jurisdiction

The interpretation and application of this consent form, as well as any disputes related to this consent, shall be governed by the laws of the Republic of China (Taiwan). The Taoyuan District Court of Taiwan shall have jurisdiction over any such disputes.

I have read and accept the contents of the above consent form.

Parties Involved' Signature:

(Please sign personally)

Date: ____ / ____ / ____