

Yuan Ze University Spokesperson System Regulations

Approved by the 6th Executive Council Meeting of the 1998 Academic Year on November 30, 1998

Amended by the 19th Executive Council Meeting of the 2002 Academic Year on July 14, 2003

Article 1 These Yuan Ze University Spokesperson System Regulations (hereinafter referred to as the "Regulations") are established to promptly and appropriately address significant and urgent matters within or outside the campus and to represent the University's position officially.

Article 2 The statutory spokesperson shall represent the University in expressing official opinions and principles of action, with the objectives of disseminating key information and clarifying internal and external concerns.

Article 3 The statutory spokesperson, who represents the University in official communications, shall be the Vice President. The designated proxy for the statutory spokesperson shall be the Secretary General.

Article 4 Supervisors of relevant units shall cooperate with the statutory spokesperson to execute the key points of announcements and provide detailed supplementary explanations regarding their respective operations as outlined below.

1. Meeting information, except for the University Affairs Meeting and Executive Council Meetings compiled by the Secretariat Office, shall be promptly provided by the convening units for timely external dissemination by the spokesperson.

The respective organizing or responsible units shall proactively provide relevant information to the spokesperson.

2. Student Organization Information: The Office of Student Affairs shall coordinate and provide information on student activities to the spokesperson on time.

3. Emergency Information: In the event of any significant or urgent incident on campus, the responsible unit shall immediately report the matter verbally to the spokesperson.

4. For any specific information or achievements within the University, the respective unit shall proactively provide them to the spokesperson.

Article 5 Opinions expressed by individuals other than the statutory spokesperson of the University shall be deemed personal opinions for which the University assumes no responsibility.

Article 6 The Public Affairs and Alumni Service Center handles media relations and inquiries, coordinates communications among the media, the statutory spokesperson, executive units, and relevant personnel, and disseminates related news.

Article 7 These Regulations take effect upon approval by the Executive Council Meeting and ratification by the University President. The same procedure applies to any amendments.

In case of any discrepancy between the Chinese and English versions, the Chinese version shall prevail.