

Yuan Ze University Regulations for Safety Maintenance of the Anti-Typhoon Affairs

September 11, 1990, Passed by the 3rd Executive Council Meeting of the 1990 Academic Year

December 28, 1998, Amended by the 8th Executive Council Meeting of the 1998 Academic Year

October 20, 2021, Amended by the 6th Executive Council Meeting of the 2021 Academic Year

Article 1. Purpose

These regulations are established to strengthen the University's preparedness for typhoons, prevent significant damage to campus property, and mitigate potential losses. Taiwan's typhoon season typically occurs from June to September, coinciding with the University's flexible summer working hours, which limits available personnel for typhoon maintenance. Typhoons often cause substantial damage to trees, buildings, and facilities, resulting in severe financial losses. Proper preparation during non-typhoon periods is essential to reduce potential harm during typhoon events.

Article 2. Implementation

1. Measures Before a Typhoon:

- (1) Prune trees on campus and reinforce their stability.
- (2) Close all doors and windows in public areas, including general classrooms, under the supervision of building managers.
- (3) Inspect and clear rooftop drainage outlets in all campus buildings.
- (4) Ensure faculty, staff, and students close office and laboratory doors and windows and turn off electricity and water before leaving.
- (5) Inspect emergency lighting facilities in all buildings.
- (6) Check for blockages in campus drainage systems and remove any obstructions.
- (7) Conduct start-up tests and inspect fuel and water levels for diesel generators in all buildings.
- (8) Inspect sewage pumps and electrical equipment in building basements.

2. Measures After a Typhoon Warning is Issued:

- (1) Verify that all doors, windows, and utilities have been securely closed or turned off, and remove any hanging items.
- (2) Monitor water accumulation on campus roads at night and open drainage gates as needed.
- (3) The General Affairs Office's Construction Maintenance Section shall assign personnel to remain on standby on campus. In the event of a power outage lasting more than 15 minutes, personnel shall contact Taiwan Power Company to ascertain the cause of the outage. For prolonged outages,

building generators shall be managed in accordance with the duration of the outage. For momentary outages or upon restoration of power, the University's internal power supply equipment shall be reactivated following the standard power restoration procedures.

- (4) Monitor the operation of sewage pumps in buildings and address any abnormalities or malfunctions promptly.

3. Post-Typhoon Recovery Work:

- (1) Repair power and telephone lines to restore normal operations as soon as possible. Notify power or telecommunications companies or contractors if necessary.
- (2) Clean the campus environment and remove debris. Disinfect affected areas if needed.
- (3) Address damaged facilities or fallen power lines by installing warning signs, ensuring safety measures, and initiating repairs immediately.
- (4) Inspect and document damages to buildings, facilities, doors and windows, and promptly commission vendors for repairs.

4. Overtime pay or compensatory leave for typhoon duty personnel shall be managed by the Personnel Office.

Article 3. These regulations shall take effect upon approval by the General Affairs Meeting and subsequent promulgation. Amendments shall follow the same procedure.

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