**The Implementation Plan for Performance Bonuses for Contracted Information Personnel at National Changhua University of Education**

1. National Changhua University of Education (hereinafter referred to as "the University") has established the Performance Bonus Implementation Plan for Contracted Information Personnel in the Library and Information Services Office (hereinafter referred to as "the Plan") to reward outstanding contracted information personnel. This aims to boost morale, harness work potential, and enhance service quality and work performance.

2. The term "contracted information personnel" in this Plan refers to professionals employed through the University's School Affairs Fund, who work in the Library and Information Services Office and are responsible for information system development or management.

**3. Implementation Methods and Evaluation Procedures**:

(a) **Performance Bonus Distribution**: Performance bonuses for contracted information personnel are awarded once annually. In early January each year, the personnel covered by this Plan should complete the Performance Bonus Evaluation Form (as provided in the attachment), conduct evaluations, and submit the results to the University's Performance Evaluation Committee for review. After review and approval by the University President, the bonuses will be distributed.

(b) **Establishment of the Performance Evaluation Committee (hereinafter referred to as "the Committee")**:

(1) The Committee will consist of 15 members appointed by the University President, including 10 heads of first-level units and 5 non-supervisory faculty representatives. One member will be designated as the Chair. Committee members will serve a one-year term and may be reappointed upon designation by the President.

(c) **Meeting and Decision-Making**:

(1) The Committee must have more than half of its members present to convene a meeting. Decisions require the approval of more than half of the attending members.

**4. Performance Bonus Scoring Criteria**:

(a) Accumulated Years of Service: 5%.

(b) Annual Performance Evaluation: 5%.

(c) Annual Business and Work Performance: 15%.

(d) Contributions to System Development and Maintenance: 55%.

(e) Satisfaction of Business Units: 10%.

(f) Comprehensive Evaluation by the University President: 10%.

**5. Performance Bonus Scoring Levels**: The performance bonus is scored out of 100 points and categorized into seven levels as follows:

(a) **Outstanding**: 90 points and above.

(b) **A Grade** : 85 to 89 points.

(c) **B Grade** : 80 to 84 points.

(d) **C Grade** : 75 to 79 points.

(e) **D Grade** : 70 to 74 points.

(f) **E Grade** : 65 to 69 points.

(g) **F Grade** : 60 to 64 points.

**6. Performance Bonus Amounts by Score Level**:

(a) **Outstanding** : NT$144,000.

(b) **A Grade** : NT$126,000.

(c) **B Grade** : NT$108,000.

(d) **C Grade** : NT$90,000.

(e) **D Grade** : NT$72,000.

(f) **E Grade** : NT$54,000.

(g) **F Grade** : NT$36,000.

7. The performance bonus shall be paid in full at once after the president's approval.

8. The funds required for this plan shall be covered by the university's own revenue from the administrative fund.

9. This implementation plan shall be carried out after being approved by the administrative meeting and the management committee of the administrative fund, and it shall also apply to any amendments.