

Appendix 8: Directions of Application for Job Allowance of the Multi-Employment Promotion Program

Applicant	Unemployed laborers stipulated in Subparagraph 2 to 4 of Paragraph 1 of Article 3 of the Regulations
Application Conditions	Laborers registered as job seekers in the public employment service institutions and have been referred to participate in the Multi-Employment Promotion Program by the public employment service institutions.
Handling Facilities	Public employment service institutions
Required Documents	<ol style="list-style-type: none"> 1. National I.D. card or copies of other identification. 2. Related documentary evidence of the laborers defined in Subparagraph 2 to 4 of Paragraph 1 of Article 3 of the Regulations. (information that can be cross-check in administrative systems is exempt)
Application Procedure	<ol style="list-style-type: none"> 1. The applicants shall submit their applications to the public employment service institutions with required documents for participation in the Multi-Employment Promotion Program. 2. The employer shall apply for the job allowance of the Multi-Employment Promotion Program with the regional branches of the Workforce Development Agency of the Ministry of Labor (hereinafter referred as “the Branches”) on a monthly basis.
Subsidization	Each subject shall be paid an hourly basic wage announced by the Ministry of Labor; the working hours shall be between twenty (20) to one hundred and seventy-six (176) hours per month, the allowance shall be distributed based on actual working hours per month.
Payment	The Branches distribute the job allowance of the Multi-Employment Promotion Program to the employers on a monthly basis, and the

	employers shall forward such payments of the job allowance to the laborers on a monthly basis.
Additional Directions	<p>The following individuals shall not participate in the Multi-Employment Promotion Program:</p> <ol style="list-style-type: none"> 1. An individual currently receiving old-age pension for civil servants and teachers, military retirement pension, retirement payment of the public enterprises or other pensions complying with the Labor Standards Act. Such limitations are not applicable to the special occasions in which the individual has obtained approval from the public employment service institutions in comprehensive evaluation and the assistance of employment is necessary. 2. Individuals that are related by blood or marriage within three degrees of kinship to the chairman of the board of directors, director-general, chief executive officer, director or supervisor, related supervisor or identical positions of the employers. 3. Subjects concurrently receiving the in-service education and re-adaptation allowance, temporary job allowance, living allowance for between-jobs, start-up loan interest subsidy, training allowance or other subsidy on employment promotion shall not concurrently apply for this allowance.
Remarks	<ol style="list-style-type: none"> 1. The employers shall refer to the unit of execution of the Multi-Employment Promotion Program. 2. In preparation of the summary reports of the subsidization budget, the attached expenditure voucher shall be prepared in accordance with the Management Guidelines for The Disposal of Expenditure Voucher and shall provide the detailed objects of expenditure and the total amount of actual expenditure. 3. The subsidization budget involving procurement matters shall be conducted in accordance with the Government Procurement Act.

	Any balance, interest or other derivative income from the subsidization budget shall be returned at the ratio of subsidization.
--	---