

The 2019 International Taxation Academy

Brief Notes for International Participants

Training Period: 29th July to 16th August, 2019

Venue:

Training Institute, Ministry of Finance (MOFTI)

No.3, Ln. 142, Sec. 6, Roosevelt Rd., Wenshan Dist., Taipei City 116, R.O.C. (Taiwan)

Airfare Support:

The Ministry of Foreign Affairs (MOFA) will provide each international participant with an economy-class plane ticket for the round trip between the international airport nearest to the participant's place of work and the Taoyuan International Airport, via the most direct route. **Please do not buy your own ticket.**

Entry Visa Application:

Please make sure that the entry visa specifically for the participation in the program has been approved. Upon receiving the visa, please check that the visa is of the correct type and covers the entire duration of the program in R.O.C. (Taiwan).

Accommodation:

1. The MOFTI will provide each international participant with a dormitory room free of charge. Each dormitory room is equipped with a bathroom plus shower. Washing machines can be found in the laundry room on the dormitory floor.
There is also a social room, exercise room, and karaoke room on the second floor of the dormitory building.
2. The MOFTI will also provide each international participant with a bedsheet, pillow, quilt, and cover. There is no regular room service. Every participant is responsible for keeping the room neat and clean.
3. The MOFTI offers meals during the training days in the restaurant on dormitory building.

Insurance:

1. Accident insurance will be provided for each international participant during the training period in R.O.C. (Taiwan).
2. The MOFA shall subsidize the medical expense for each international participant to the amount of NT\$750 in case the foreign participant gets ill during the training period in R.O.C. (Taiwan).

Arrival and Departure:

1. The arrival date of international participants should be one or two days before the opening day of the program. The departure date should be within two days after the closing ceremony of the Academy. If the arrival is unduly delayed, the MOFA reserves the right to cancel the participation of the international participant and his/her air ticket (if issued). The port of entry to the R.O.C. (Taiwan) is Taoyuan International Airport.

※ *International participants may take the car rented by MOFTI at Taoyuan International Airport to the training venue.*

2. Application for an extension of the training period will not be approved. International participants are required to return to their home countries immediately after completion of their training, as arranged by the MOFA. Any additional expenses or risks incurred due to a change of flights or personal behavior will be the sole responsibilities of the participants.

Attendance, Performance, and Other Undertakings:

1. Family members, relatives, friends, or pets are not permitted to accompany the participants to attend the training program.
2. Please set a good example by attending all sessions punctually and attentively. If the participant must absent him/herself from classes, permission must be granted in advance from the program coordinator. Poor attendance may result in the early termination of the participation; this means that the participant may have to refund the airfare. The performance of the participants will be evaluated by the faculty and parties involved in implementing this program. The participants will also be requested to make suggestions and comments on the program for future program improvements.
3. Participants must make use of the time available only for the training program. Engaging in other businesses or political activities is discouraged.
4. A certificate will be issued to the participant who has completed the training satisfactorily.
5. A participant's right to the Academy may be terminated if the participant:
 - (a) has been found guilty of serious misconduct;
 - (b) has been found guilty of unsatisfactory performance during training;
 - (c) has been continuously ill or has a mental or physical disability preventing active participation in the course or is repeatedly absent from the course;
 - (d) has been found unable to participate fully due to language deficiencies;
 - (e) has been found engaging in political activities or any form of employment for profit or gain;
 - (f) has been found in violation of instructions or conditions stipulated by the MOFA and the MOFTI in respect of the training; or
 - (g) has been recalled by his/her home country.
6. In the event that it is inevitable for a participant to return home temporarily during the training period, the participant must seek approval from the MOFA and is responsible for his/her own traveling expenses and any risks incurred.

Weather and Clothing:

The average temperature and humidity during the program in Taipei, R.O.C. (Taiwan) are:

| | Temperature | Humidity |
|----------------|--------------|----------|
| July to August | 90 F (32° C) | 80% |

During the training period of this program, appropriate clothing may include light cotton shirts and blouses, loose cotton skirts and trousers, casual sportswear, and comfortable sports shoes. International participants may bring along a light jacket for staying in surroundings with strong air conditioning. In addition, formal dress may be needed for attending banquets and receptions. The electricity in the R.O.C. is 110 Vac/60Hz.