

National Sun Yat-sen University

Regulations for Vehicle Management

Established at the 3rd University Affairs Council meeting of academic year 79, on March 15, 1991

Approved at the 3rd University Affairs Council meeting of academic year 85, on April 11, 1997

authorizing the Vehicle Management Committee to review all amendments and revisions for the

President's approval

Approved at the 7th Vehicle Management Committee meeting of academic year 85, on June 19, 1997

for the President's approval

Amendments and revisions approved at the 3rd Vehicle Management Committee meeting of academic

year 88, on June 19 2000 for the President's approval

Amendments and revisions approved at the 2nd Vehicle Management Committee meeting of academic

year 90, on December 27, 2000 for the President's approval

Amendments and revisions approved at the 2nd Vehicle Management Committee meeting of the second

semester of academic year 93, on January 3, 2005 for the President's approval

Amendments and revisions approved at the 3rd Vehicle Management Committee meeting of academic

year 94, on May 31, 2005 for the President's approval

Amendments and revisions approved at the 2nd Vehicle Management Committee meeting of academic

year 97, on April 20, 2009 for the President's approval

Amendments and revisions approved at the 2nd Vehicle Management Committee meeting of academic

year 99, on May 16, 2011 for the President's approval

Amendments and revisions approved at the 2nd Vehicle Management Committee meeting of academic

year 100, on May 9, 2012 for the President's approval

Amendments and revisions approved at the 2nd Vehicle Management Committee meeting of academic

year 104, on March 24, 2015 for the President's approval

Amendments and revisions approved at the 3rd Vehicle Management Committee meeting of academic

year 103, on June 2, 2015 for the President's approval

Amendments and revisions approved at the 2nd Vehicle Management Committee meeting of academic

year 104, on May 6, 2016 for the President's approval

Amendments and revisions approved at the 9th Administrative Meeting of academic year 106, on

January 1, 2018 for the President's approval

Amendments and revisions approved at the 1st Vehicle Management Committee meeting of academic

year 107, on March 14, 2019 for the President's approval

Article 1 Intended to maintain campus safety, cleanness, and tranquility, the Regulations for Vehicle Management (hereinafter the Regulations) is hereby drawn up.

Article 2 Application requirement for parking permit:

1. Faculty members and staff of the University are eligible to apply for faculty

and staff parking permit.

2. Contract-based employees of the University are eligible to apply for contract-employee parking permit.
3. Students of the University are eligible to apply for student parking permit.
4. Students of continuing education classes are eligible to apply for continuing education parking permit.
5. Outside guests are eligible to apply for guest parking permit.
6. Contracted-partners of the University including construction & maintenance, on-campus businesses and entrepreneurship are eligible to apply for contract-partner parking permit.
7. Visitors to the University or those on official businesses may apply in advance for an one-day temporary visitor parking permit or register with a Campus Booth for a short-term temporary parking pass.
8. Parking permits are to be issued by the Vehicle Management Implementation Division, authorized by the Vehicle Management Committee, on a case-by-case condition. One vehicle-type per person in principle. Reproductions by other units are not regarded as valid parking permits.
9. Applications for various parking permits, usage regulations and fee standards shall be established by the Enforcement Rules.

Vehicle driving/parking restrictions:

- (1) All vehicles shall enter/exit the University campus from Sizihwan Entrance during opening hours.
- (2) With exception to special circumstances, all vehicles are only allowed to enter the University campus from the Shoushan Entrance or a Campus Booth by displaying a valid parking permit or a temporary parking permit/pass issued by the University.
- (3) Only holders of a valid parking permit or temporary parking permit/pass issued by the University, may park their vehicle at an University-designated parking area within the allowable hours. Visitors and paid-Parking lots are excluded.

Article 3 All parking permits issued by the University are valid only for the vehicle the permit is registered-to, to drive or park on campus. The University does not guarantee a parking space for all vehicles, nor takes responsibility for any vehicles.

Article 4 The University has the right to issue any type of parking permit limited to the number of parking spaces or other considerations. The total number of vehicle parking permits and allocation methods shall be decided by the

Vehicle Management Committee.

Article 5 The University maintains the right of ownership to all vehicle parking permits, and may cancel or revoke any parking permit in accordance to the Regulations and the Enforcement Rules.

Article 6 All vehicle parking permits are restricted to the vehicle described in the original application, and must be to be displayed and used in accordance to the regulations. Falsification, reproduction, theft, or lending, renders the permit invalid, and both applicant and user shall be hold accountable. When the original applicant departs or leaves the University the parking permit immediately becomes invalid. If the vehicle parking permit is lost, the original applicant may apply for a replacement after signing an affidavit and pay a surcharge for reissuance.

Article 7 Violations and handling:

1. Vehicles are in violation when not parked in the designated parking space.
2. Vehicles are in violation when driving or parking at unauthorized areas or hours.
3. Vehicles with an University-issued parking permit but did not park in accordance to regulations are in violation and shall be ticketed. Vehicles parked in unauthorized parking area, obstructing traffic flow or without a parking permit issued by the University shall be towed to a paid-parking lot or to a towing yard so as to clear the traffic condition.
4. Fee standards and related measures for handling vehicles in violation shall be established separately by the Enforcement Rules..
5. If the vehicle owner disagrees, he should pay the fee first and appeal to the Vehicle Management Implementation Division within one week from the date the ticket was issued. Appeal is limited to one-time only.
6. Vehicles towed due to violations must first pay all applicable towing fees, administrative handling fees, and parking fees in full before the vehicle may be retrieved.
7. Vehicles in violation are only released after all applicable handling fees have been paid in full and related procedures have been completed.
8. Any vehicle in violation but failed to pay towing fees or administrative handling fees will not be reissued with another vehicle parking permit until all fees have been paid in full.
9. Vehicles in violation should immediately correct the situation. Those failed to do so will be ticketed by the University in a rolling basis.
10. The list of faculty and staff members, employees, and students with unresolved violation handling fees in an academic year will be submitted to

the unit supervisor for assistance in processing. Those with unresolved violation handling fees may not apply for next year's vehicle parking permit until all applicable payments have been made.

11. Anyone riding a motorcycle on the University campus without wearing a helmet as required shall be fined in accordance to the gravity of violation.

Article 8 All vehicles left abandoned on University campus shall be swept regularly. Principles determining abandonment are by vehicle appearance, the date of public notification, and post-notice handling methods, etc., and will be established separately by the Enforcement Rules.

Article 9 Revenues from administrative handling and towing fees of parking violations shall be prioritized to maintenance and repair of motorcycle parking lots, also matters related to traffic improvements.

Article 10 Supplemental Provisions:

1. All matters not mentioned in the Regulations shall be handled according to the Enforcement Rules established by the Vehicle Management Implementation Division as authorized by the Vehicle Management Committee, also may be amended and revised in accordance to actual situation, provided they are not in conflict with the Regulations.

2. The Regulations were passed by the Vehicle Management Committee and University Assemblies, and implemented after the President's approval. All amendments and revisions follow the same process.