

外籍勞工在臺工作須知

中英文版



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## What Foreign Workers in Taiwan Need to Know

To protect your working rights in Taiwan, please take note of the following details, and remind your employer to undertake the following processes seriously: **Schedule your medical examination; Report the results of your medical examination, Notify authorities of your arrival; Apply for the employment permit and its extension; and other related matters.** After the employer has completed each process, you should personally list down in this handbook the actual date of your medical examination, and the related recruitment permit; and, the date and document number of the approved medical examination. You are also to keep this handbook properly.

### ● Basic Personal Information:

Name \_\_\_\_\_

Nationality : \_\_\_\_\_ Gender : \_\_\_\_\_ Date of Birth : \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_

Year Passport Number \_\_\_\_\_ Date of Entry : \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year

Please take note of the following details, and persuade your employer to process the application according to prescribed deadlines:

### ● Post-Arrival Application for Employment Permit

1. If you passed your medical examination, you should apply for the Alien Resident Certificate and employment permit within 15 days from date of entry.

(Approved recruitment period: \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year until \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year;  
 Employment Permit number: \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year ; Document No. \_\_\_\_\_)

2. You should apply for the extension of your employment permit within 60 days prior to the expiration of your current permit.

(Approved extension period: \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year until \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year ,  
 Extension permit number: \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year ; Document No. \_\_\_\_\_)

3. If you are engaged in an important and a special project, your employer can apply for an additional extension permit within 60 days prior to the expiration of your current extended permit. The longest allowable re-extension is 6 months.

(Approved Re-extension period: \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year until \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year,  
 re-extension document no.: \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year ; Document No. \_\_\_\_\_)

4. If you are transferred to a new employer, please remind your new employer to apply for a continuation of the employment permit.

(Approved Continuation period: \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year until \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year;  
 Continuation document no.: \_\_\_\_\_ month \_\_\_\_\_ date \_\_\_\_\_ year No. \_\_\_\_\_)

### ● Post-Arrival Medical Examination and Notification

1. You have to undergo a medical examination within 3 days from date of arrival  
Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_
2. You have to undergo a medical examination within 30 days before or after your 6<sup>th</sup> month of employment, and report the results : \_\_\_\_\_ month \_\_\_\_\_ day \_\_\_\_\_ year  
(Medical examination record no. \_\_\_\_\_ month \_\_\_\_\_ day \_\_\_\_\_ year \_\_\_\_\_)
3. You have to undergo a medical examination within 30 days before or after your 18<sup>th</sup> month of employment, and report the results: \_\_\_\_\_ month \_\_\_\_\_ day \_\_\_\_\_ year  
(Medical examination record no. \_\_\_\_\_ month \_\_\_\_\_ day \_\_\_\_\_ year \_\_\_\_\_)
4. You have to undergo a medical examination within 30 days before or after your 30<sup>th</sup> month of employment, and report the results: \_\_\_\_\_ month \_\_\_\_\_ day \_\_\_\_\_ year  
(Medical examination record no. \_\_\_\_\_ month \_\_\_\_\_ day \_\_\_\_\_ year \_\_\_\_\_)

### ● Important Details

1. If you have completed your employment period, but were not approved for extension by the Council of Labor Affairs, Executive Yuan, you are required to leave the country before the expiration of said approved employment period
2. Within 30 days before or after you have completed working for 6 months, 18 months and 30 months, your employer should arrange the schedule for your medical examination; and report its results to the local health authorities within 15 days after you receive the medical certificate issued by the hospital.
3. Your employer cannot infringe upon or withhold your passport, alien resident certificate or properties.
4. Please remind your employer to apply for the extension of your alien resident certificate before it expires.
5. If you have not violated any laws and regulations during your employment period but has to terminate your employment relationship earlier due to some reasons; or leave the country upon completion of your employment permit period; or failed your medical examination and returned to your native country for treatment and then passed your physical examination; you can re-enter the country to work. You may apply for a visa to work in Taiwan after you have left the country for at least one day. However your cumulative working period in Taiwan cannot exceed 9 years.
6. After you enter Taiwan, and you do not report to your legal employer for 3 consecutive days, or has lost contact, or has been found to work for an illegal employer, you will be fined with no less than NT\$30,000 but no more than \$150,000. You shall also be compelled to leave the country in a set time, and shall not be allowed to work in Taiwan again.



## *"It's a joy to meet friends coming from a distant place!"*

※ Dear foreign friends, we welcome you in Taiwan to help us with our various projects in national constructions, industrial production and related social welfare services. In order to thank you, and make your employment in Taiwan as pleasant as possible, we provide and remind you of the following information:

### I. Comply with the following related regulations

#### 1. Undergo medical examination at specified periods:

You have to undergo medical examinations on the following periods: within 3 days from date of arrival, and on the 6th, 18th and 30th months of continuous employment. Your employer should arrange the schedule for the medical examinations with local hospitals accredited by the central health authority (i.e. Department of Health (DOH), the Executive Yuan). If you have completed your three years of continuous employment, and is being rehired to Taiwan by the same employer within 3 months, you may take your medical examination in a DOH accredited hospital in Taiwan before you leave, and waive the medical examinations in your native country together with the required medical examinations within 3 days of entry in Taiwan.

#### 2. Apply for an Alien Resident Certificate (ARC) at a specified period:

Within 15 days of entry in Taiwan, you have to apply for an Alien Resident Certificate and process your fingerprint card in the service center of the National Immigration Agency, located within the area of your residency, (pls. see attached table 8).

#### 3. Your employer has to notify the authorities of your arrival and apply for an employment permit and extension at specified periods:

Upon initial entry to Taiwan, and passing of the medical examination, your employer is required to fill up the "Arrival Notification of Foreign Worker" and submit within 3 days to the local labor bureau in accordance with the Disciplinary Life Plan of employed Class B foreign workers, and obtain from the same bureau the "Certificate of Arrival Notification of Foreign Worker". The local labor bureau will submit within 15 days the issued certificate with other related documents to the Council of Labor Affairs, Executive Yuan (hereinafter referred to as Council of Labor Affairs), to apply for the employment permit in behalf of the employer. (Please note that according to the regulations, application of employment permit is still required for employers whose foreign worker entered Taiwan more than 3 days and leave within 15 days)

The local labor bureau will monitor your application in accordance with the Disciplinary Life Plan of employed Class B foreign workers within 3 months from the day of receipt of the Certificate of Arrival Notification of Foreign Worker.

Before your employment permit expires, you need to extend your working period. Your employer must apply for the employment extension permit through the Council of Labor Affairs within 60 days before expiration.

4. Your actual employer must be the one indicated in the employment permit.

You cannot transfer and work for another employer without approval from the Council of Labor Affairs.

5. The work that you do and the workplace must be the same as indicated in the employment permit.

You cannot engage in any other job, or in another place other than permitted.

6. If you are engaged in a household care giving job and the person you look after dies, you should remind and urge your employer to apply for your transfer to a new employer at the Council of Labor Affairs, as soon as possible and within 30 days. The new employer or the qualified relative will continue your approved employment period.

7. If you derive an income from working in Taiwan, you are required to file an income tax return. (Please refer to IV of this booklet). Foreign workers working in Taiwan are subject to the taxation laws in Taiwan.

8. While working in Taiwan, you are prohibited to smoke, take or possess illegal narcotics such as opium, morphine, cocaine, marijuana, amphetamine and etc. Once apprehended, you will be criminally prosecuted.

9. Upon arrival, make sure that the person (employer, broker or agent) picking you up from the airport is authorized to do so, to avoid being cheated. The Council of Labor Affairs has set up Foreign Workers Service Centers at Taiwan international airports (Taoyuan International Airport and Kaohsiung International Airport - see attached table 5) to provide arriving foreign workers with appropriate services for pick-up and departure.

◆ *To our foreign friends, to ensure your rights and interests while working in Taiwan, please obey the above-mentioned regulations. If you find out that your employer is not following the above-mentioned required procedures, please request your employer to do so as soon as possible. If despite your effort, your employer refuses or you discover violations are being practiced, please contact the following units as soon as possible. An authorized personnel will be available to assist you.*

◎ Directly contact the Foreign Workers Consultation Service Centers (FWCSC) in your city or municipality (see attached table 1)



- ◎ Dial the Bureau of Employment and Vocational Center (BEVT) for toll-free foreign workers assistance: English **0800-885885**, Thai **0800-885995**, Indonesian **0800-885958**, Vietnamese **0800-017858** (see attached table 2), or visit BEVT at the following address: No. 83, Yenping North Road Sec. 2, Tatung District, Taipei City.
- ◎ For counseling and assistance, you may also contact the Taiwan international airports (Taoyuan International Airport and Kaohsiung International Airport) (see attached table 5).

## II. Your rights while working in Taiwan

### 1. Wages

Your wages are negotiated between you and your employer. However, if you are employed by a business unit which is covered by the Taiwan Labor Standards Act, your pay must not be lower than the minimum wage.

### 2. Working time and rest period:

- 2.1 Your working time and rest periods are in accordance with the employment contract agreed between the employer and the employee. However, if you are employed by a business unit which is covered by the Taiwan Labor Standards Act, your working hours shall be 8 hours per day, not exceeding 84 hours per 2 weeks. Overtime pay shall be in accordance with the law.
- 2.2 When working continuously for 4 hours, the worker should be given at least 30 minutes rest. However, flexibility may be exercised in cases of work shifts or non-stop production situations or during an emergency.

### 3. Legal holidays, rest days and leave applications

Your holidays and leaves are in accordance with the employment contract agreed upon by both the employer and employee. However, if you are employed by a business unit which is covered by the Taiwan Labor Standards Act, you are entitled to a one day rest within 7 days. The decision on legal holidays like, commemoration day, Labor Day, etc., will rest on the central competent authority. However, flexibility on offsetting these days to rest days may still be exercised according to the agreement of between employer and employee. Under the same business unit, and you have worked continuously for a year, you will be entitled to a special leave in accordance with Article 38 of the Labor Standards Act. The employer should pay your usual wage on the above-mentioned leaves and holidays. Other personal leaves like marriage, death in the family, personal reasons, sick and injury leaves, shall be requested from the employer according to leave applications.

### 4. Health insurance:

All foreign workers who is issued the Alien Resident Certificate should join the national health insurance policy. This membership is applied and handled by the employer starting from your date of employment. By paying the national health insurance fee every month, you will be covered by the national health insurance and be entitled to medical benefits. (The addresses of the central National Health Insurance and its regional offices are shown in the attached table 6)



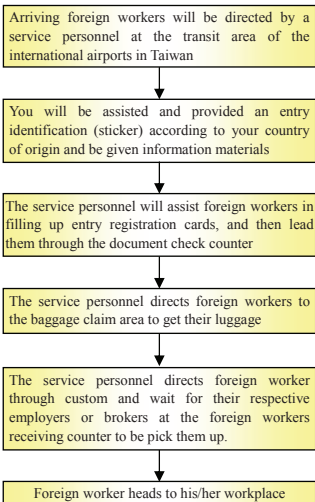
### 5. Labor Insurance

If you are employed at business unit with more than five employees, your employer should submit your work permit approved by the central labor authority or related business authority to the Bureau of Labor Insurance for membership application starting from the day you report for work. (see attached table 7)

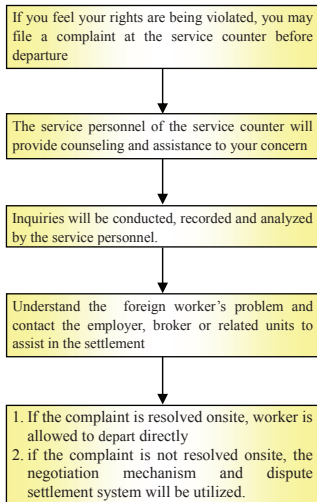
### 6. Arrival/departure Services

The Bureau of Employment and Vocational Center has set up Foreign Workers Service Centers at Taiwan international airports - Taoyuan International Airport and Kaohsiung International Airport (see attached table 5) to provide directions on pick-up services for arriving foreign workers, labor grievance services for departing foreign workers, as well as assistance for temporary shelter.

#### ◎ Pickup service workflow for arriving foreign workers



#### ◎ Counseling service workflow for departure of foreign workers





### 7. Labor Dispute Settlement

While working in Taiwan, and you have a grievance or encounter a labor dispute, you can file or request for mediation, conciliation and resolution through the labor bureau of the city or municipality where you work. You may also call the foreign labor grievance toll free number of the Council of Labor Affairs. (See attached table 2). You may likewise opt to file an appeal at the Foreign Workers Service Center (attached table 5) at Taiwan international airports -Taoyuan International Airport and Kaohsiung International Airport.

### 8. Consumer Dispute Settlement

If you encounter a problem in a commodity purchase, and would like to file a complaint against the concerned business enterprise, contact the Consumer Protection Group or their branch offices, or call service line 1950 (national number). Alternatively, you may also go to the website of the Consumer Protection Commission ([www.cpc.gov.tw](http://www.cpc.gov.tw)) and find out the latest news on consumerism, see records of dispute cases or file a consumer complaint.

## III. Sensible choice: Legal or Illegal ?

### 1. What are the advantages of working legally in Taiwan?

A foreign worker who works legally in Taiwan, is ensured a proper wage, and his working rights safeguarded and protected. If you have not violated any laws and regulations during your employment period but has to terminate your employment relationship earlier due to some reasons; or leave the country upon completion of your employment permit period; or failed your medical examination and returned to your native country for treatment and then passed your physical examination; you can re-enter the country to work. You may apply for a visa to work in Taiwan after you have left the country for at least one day. However your cumulative working period in Taiwan cannot exceed 9 years.

### 2. What consequences do you face for running-away from your legal employment?

According to Articles 73 and 74 of the Employment Services Act, a foreign worker who failed to report to his/her legal employer for 3 consecutive days, or has lost contact, or has been found to work for an illegal employer, will be fined with no less than NT\$30,000 but no more than \$150,000. You shall also be compelled to leave the country in a set time, and shall not be allowed to work in Taiwan again.

### 3. What will you do if you have been reported as missing?

1. While working in Taiwan, and you feel that your rights and interests have been violated, please make good use of the channels provided by the Council of Labor Affairs to seek for assistance. If you opt to run-away and work illegally, you will be vulnerable to exploitation, human injustice and maltreatment by your illegal employer or broker. You will also lose your rights to medical benefits and service in the event of an injury or sickness; you will be deprived of a labor health protection, and cannot see a doctor through the normal channel; you will lose your basic human rights and encounter difficulty. If you are considered an undocumented foreign worker, the Council of Labor Affairs urges you to voluntarily report to the authorities, and contact the following government units:
  - ◎ Special Task Force of the Regional National Immigration Agency (see attached table 9)
  - ◎ Regional Police Administration
  - ◎ Representative Offices of Foreign Labor-Exporting Countries (see attached table 3)
  - ◎ Foreign Workers Consultation Service Centers of each city or municipality (see attached table 1)
  - ◎ Bureau of Employment and Vocational Center (BEVT)'s toll-free foreign workers assistance line (see attached table 2).
  - ◎ Taiwan international airports' (Taoyuan International Airport and Kaohsiung International Airport) foreign workers counseling and assistance service (see attached table 5)
2. In order to eliminate illegal employment that would create social problems; and in order to safeguard the rights and interests of legitimate foreign workers, employers that hire runaway foreign workers will be heavily fined of up to NT\$750,000. In addition, there is a reward of \$5,000 for each reported case of runaway foreign worker. Please call the Bureau of Employment and Vocational Center's toll-free foreign workers assistance line: 0800-885-885 English line, 0800-885-995 Thai line, 0800-885-958 Indonesia line, Vietnamese line 0800-017858 to report (see attached table 2).



## IV Other matters and related regulations that need your

### 1. Brokerage fee: In order to implement a reasonable standard brokerage fee, the Council of Labor Affairs adopted the following measures:

1. Requested your country to specify “regulated fees” and “placement fees”, and suggested your government to limit placement fees to not more than the amount of your one month salary.
2. Requested your country to delete “Taiwan brokerage fee” from all related documents and to specifically indicate that the foreign worker, whose entry visas to Taiwan is issued after November 9, 2001, shall not be charged with any Taiwan brokerage fee charges.
3. The foreign workers who were issued entry visas after November 9, 2001 may be charged monthly by the Taiwan brokers a service and transportation fee. CLA rules that Taiwan brokers may collect from the foreign worker they service a maximum amount of NTS1,800 per month for the first years; NTS1,700 per month for the second year; and NTS1,500 per month of the third year. For a foreign worker who has completed 2 years or more of employment contract, gone back to his/her home country, and is re-processed for return and employment to the same employer, may be charged a maximum of NTS1,500 per month for the next three years by the Taiwan broker who is providing services to the concerned worker. The above-mentioned monthly broker’s service fees are calculated from the time the worker entered Taiwan for work regardless of employment transfer or change of broker during the employment period. In short, should the worker be transferred to another employer or broker, the service fee shall not revert back to the beginning of the first year service fee of NTS1,800.
4. The Taiwan broker should initiate the signing of the service agreement with the foreign worker, stipulating the services to be rendered, expenses and charges.
5. All foreign workers who are issued entry visas after November 9, 2001, should sign the “Foreign Worker’s Affidavit Regarding Expenses Incurred For Entry into the ROC to Work and the Wage/Salary”, duly accomplished in detail the actual expenses paid before deployment, and the salary they will receive while working in Taiwan. The affidavit will be attested by the sending country’s government agency in charge of overseas employment. The attested affidavit is one of the requirements for visa issuance. It must also be handed to your employer once you arrive Taiwan, for application of the employment permit.
6. Under the law, the Taiwan manpower agency are required to put up NTS1,000,000 to NTS3,000,000 guarantee bond in escrow in a bank for any civil liability. If a foreign worker encounters civil dispute or money-debt problems with the Taiwan manpower agency, he/she

can file a civil suit to require the bank to pay him/her in behalf of the Taiwan manpower agency. This may be done within and upon obtaining right to collect.

## 2. Wages and Accommodation Expenses of Foreign Workers:

1. According to the Labor Standards Act, the salary is based on what is specified in the labor contract, and may be paid in kind. To ensure fairness and reasonableness; and in consideration with the business climate, living standards and rights of the foreign workers, the Council of Labor Affairs has regulated that food and accommodation deductions from the worker's salary should not exceed NTS5,000. The actual amount of deduction shall be negotiable between the employee and the employer and indicated on the contract.
2. Foreign workers engaged in household services are not subject to the above-mentioned regulations because they are not covered by the Labor Standards Act. However, agreements between the employee and the employer should be specified in the contract.
3. Employers cannot unilaterally change the contents of the employment contract previously agreed to and signed by both parties, particularly for those foreign workers who are already working in Taiwan. If change is necessary, it should be negotiated and agreed to by both sides.

## 3. Pregnancy and medical examination:

1. Prior to entry, applicant-foreign workers should undergo a medical examination which would include pregnancy tests. If the test results showed a positive, the applicant-foreign worker is disqualified to work in Taiwan
2. After entry, the foreign workers should undergo a medical examination within 3 days from date of arrival; to be followed with the same medical examinations within 30 days before or after the completion of the 6th month, 18th month and 30th month of work. For pregnancy and Hepatitis B antigen examinations, the following is

Examination time	Examination item	
	Pregnancy (female)	B hepatitis surface antigen examination
Prior to entry (entry visa)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Within 3 days after entry	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Completion of 6、18、30 months	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Re-entry within 3 months after completing a 3-year working period	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



3. On November 9, 2002, Taiwan government abolished the pregnancy test requirement for foreign workers already working in Taiwan. If you get pregnant, your employer cannot unilaterally terminate your contract, and force you to leave the country. But if you get pregnant and is not able to perform your job responsibilities, the employer may terminate your contract. Under the Labor Standards Act (covering the manufacturing industry, construction industry), the employer should give advance notice of termination and provide severance pay in accordance with the law. If you are not covered by the Labor Standards Act (like domestic helper, caregiver), the termination of employment contract should be agreed upon by both the employer and the employee.
4. Remember that if you get pregnant, your body will undergo some changes and there are no family and friends to assist you. It is therefore advised to ensure the protection of your rights and to take appropriate control measures (such as the use of condom, contraceptive, etc.) when engaging in a sex act

#### 4. Income Tax Regulation:

1. When your employer pays your salary, it should be accompanied by a salary slip written in both Chinese and your native language. It should also clearly reflect the items of wage computation, total amount, items of deductions and other fees or charges. After signing the receipt, please keep a copy for easy future reference
2. If you work legitimately in Taiwan within one taxable year (January 1 until December 31) for less than 183 days, you will be taxed under the “non-resident” classification, equivalent to a tax rate is 20% of your income. This is non-refundable.  
If you work in Taiwan within one taxable year for 183 days and more (for example you entered before July 1 and have not left the country within the year), or have lived in Taiwan the previous year for 183 days and more, and continue to live until the following year, you will be taxed under the “resident” classification, equivalent to a tax rate between 6% to 40%, depending on the range of your income. You should file your income tax for the year between May 1 to May 31 of the following year.
3. If you come to Taiwan to engage as a domestic helper or household caregiver, your employer has no obligation to deduct your income tax from your salary. However, it is your obligation to file your income tax return to be calculated based on your labor contract, and pay the tax amount according to the regulations.
4. If you are classified as a resident and your tax amount does not exceed NTS2,000, you can

choose not to pay through your employer, but you are still under obligation to pay your taxes accordingly.

5. If you are already working legitimately in Taiwan but has gone missing or absent from work for 3 consecutive days and has lost contact, or has been proven to have worked illegally for another employer without permission from the competent authorities, you will be taxed based on a standard exceeding your basic salary, when discovered or apprehended.
6. After entry to Taiwan, you must file you income tax every year. Filing of your income tax for the current year should be done from May 1 to 31 of the following year. If you leave the country midway, you should file your income tax of the current year a week prior to your departure. If you applied for a tax rebate and is found to be entitled to a the same, the tax bureau will issue a tax rebate check before the end of April of the following year.
7. To avoid being deceived of your tax refund, we suggest you choose carefully the person you authorize to handle the collection of your tax refund. You must sign an authorization form assigning this person to pick-up your tax refund in your behalf. You may also contact your representative office in Taiwan for assistance (see attached table 3)
8. Should you need clarification on your tax payments and tax refunds, you may call up the National Tax Administration at regional areas (see attached table 4).
9. If you declare your income less than the actual amount, you will be fined no more than twice of your income tax shortage. If you do not file your income tax according to the law, you will be fined no more than three times of your tax shortage.

#### **5. Occupational Safety, and Obeying Safety and Health Standards Procedures:**

When at the workplace, your employer should, according to labor safety and health regulations, provide you with tools and facilities to safeguard your health and ensure your safety. Aside from this, your employer should also provide you knowledge on safety and sanitation in the workplace, and educational training on disaster prevention. This includes occupational safety precautions, possible dangers, and matters needing attention while at work or seeking refuge during emergency situation and fire prevention, etc. In order to ensure workers' occupational safety, physical and moral integrity, we remind you not to consume alcoholic beverages before or after work.

- 6. During your employment period and you need to terminate your contract earlier for to some reasons, and in order to prevent labor disputes, you must go the labor bureau in your area of jurisdiction to process termination of employment relationship and verification process.**



## V. Seeking legal aid channels

◆ If you are in a lawsuit, and you are in financial difficulty, you can request for legal assistance at the Legal Aid Foundation. Please call for an appointment at the following offices:

Foundation	Telephone	Foundation	Telephone
Keelung	02-24231631	Tainan	06-2285550
Taipei	02-23225151	Kaohsiung	07-2693301
Taoyuan	03-3346500	Pingtung	08-7516798
Hsin Chu	03-5259882	Ilan	03-9653531
Miaoli	037-368001	Hualien	03-8362884
Taichung	04-23720091	Taitong	089-361363
Nantou	049-2248110	Penghu	06-9279952
Chang Hwa	04-8375882	Kinmen	082-375220
Yunlin	05-6364400	Matsu	0836-26881
Chiayi	05-2763488		

## VI. Self-care and Protection

◆ Simple reminders to protect yourself when living in a foreign land and handling emergency situations.

### 1. Keep your personal credentials properly

You are reminded to keep your personal credentials properly! Do not give your personal information to strangers.

### 2. Identify personal assault

#### (1) Identify sexual assault

1. What is sexual assault?

- ◎ Sexual assault is not a about sex but violence. It is an encroachment to your personal being, and a sex act without permission.
- ◎ Simply said, any advances to achieve sex without your permission by means of violence, coercion, threat, hypnotism and other personal violations against your will are sexual assaults.
- ◎ In addition, to touch or pretentiously bump into any part of your body that is considered obscene is also regarded as sexual assault.



2. What do you do if you are sexually assaulted?

- ◎ Keep your calm: Do not provoke the opposite party, and do not return his physical assaults. Try to cool him/her down to avoid making the situation worse.
- ◎ Protect yourself: Especially your head, face, neck, breast, abdomen and other important parts of the body.
- ◎ Call for help aloud: Yell "fire" (transliteration) to call people's attention.
- ◎ Leave the place fast: Leave the place and find a safe place, look for neighbors for help; and seek assistance at the regional Center for Domestic Violence and Sexual Assault Prevention.
- ◎ Go to the police: Go to police station and ask for assistance and shelter; or request that you be brought to the hospital for medical attention.
- ◎ Keep firmly in mind the various characteristics of the assailant
- ◎ Leave the scene as is; Do not move or touch any items in the scene.
- ◎ Do not change your clothing, but you can put on a jacket or a coat.
- ◎ Do not wash your vagina in order to obtain specimens (sperm or hair) of the assailant.
- ◎ You should get medical attention in a hospital for diagnosis and treatment of injury that will serve as evidence of the assault.

**(2) Identify sexual harassment.**

1. What is sexual harassment?

- ◎ Other than referring this to a sexual violation, discrimination or crime against the will of another person, the following are manifestations of a sexual harassment :
  - <1> The person is asking you to do things or reject things for his own advantage so that he may advance or avoid what he dislike in his work, education, training, service, plans or other activities.
  - <2> To display or broadcast by means of messages, drawings, sounds, photographic images or other ways; to discriminate, use abusive words or other methods that would hurt other people's personal dignity, or cause other people to live in fear, a feeling of hostility or insult; or an improper act to interfere other people's work, education, training, service, plan, activity or normal livelihood performances (sex harassment prevention Article 2).

2. If you have unfortunately been sexually harassed, what should you do?

A person with a tendency to commit sexual harassment normally becomes a molester if the victim continuously ignores him or patiently deals with him without saying anything or does not pay attention (like play deaf or does not understand) or escape (by voluntarily



moving to another place.) ,etc. If you encounter this kind of person, adopt the following actions to avoid being sexually harassed:

- ◎ If the situation permits, you may try to communicate with the person:  
 Face to face, through correspondence, or a third person that both parties can trust, and clearly inform the person of your uneasiness and request him/her to stop his actions immediately.
- ◎ If the situation does not improve; you should then adopt the control-the-situation strategy:
  - <1> Tell your relatives, friends or associates you can trust about the incident and the effect it has caused you.
  - <2> Record the sexual harassment incident: Record in detail the full incident, the attempts you did to try to stop the sexual harassment; and what you had done to resist or to deal with it. If you have not done anything, ask why, what is your feeling, and to what other extent it has affected you. List down eyewitnesses; describe the eyewitness response, record in detail each time the event occurs including date and location. Write down the incident as soon as it has occurred and keep them for record purposes.
  - <3> Collect evidences (such as: sound recording of the person who is hurting you)
  - <4> Seek legal relief: such as filing of criminal prosecution, civil compensation, or administrative case (file an appeal or apply for mediation)

**(3) Handling of Assault Cases: (including: sexual assault, sexual harassment and physical injury)**

If you have unfortunately been physically assaulted in Taiwan, contact the following channels for protection and assistance:

- ◎ “113” Women and Children Protection hotline  
 If you are sexually assaulted and your personal safety is threatened, please dial “113 - Women and Children Protection and Counseling hotline”(24 hours toll-free service) . Services are provided in five languages - English, Thai, Vietnamese, Indonesian and Cambodian.

Nationwide hotline - 113 Women and Children Protection (24-hour service)



If you need foreign language service, please press 0

- ◎ Regional Foreign Workers Consultation Service Centers ( see attached table 1 )

- ◎ The Bureau of Employment and Vocational Center's foreign workers' toll-free hotline (service time is 8 : 00AM until 17 : 00PM · see attached table 2); the foreign workers' representative offices of each city and municipality; and the Center for Domestic Violence and Sexual Assault Prevention will assist you fully . Services would include helping you to get medical attention in a hospital for an injury; go to the police station to file a report and request for an investigation; provide translation services when you appear in court; provide shelter if necessary ; transfer you to a new employer and coordinate to settle labor disputes, etc.

(English:0800-885885; Indonesian:0800-885958; Thai: 0800-885995;  
Vietnamese: 0800-017858)

- ◎ Police hotline 110

#### (4) Understand Human Trafficking

##### 1. What is human trafficking?

Human trafficking is a method of buying and selling human beings or holding them hostage in an attempt to achieve sex exploitation, labor force exploitation or securing organs; Usually the following acts are being committed: coercion, threat, surveillance, medication, hypnotism, deception, improper indebtedness or other forceful methods; The violator organizes the victims, recruit, ship, transport, hide, broker, detain or conduct covert acts.

If you encountered the following acts, then you might be a victim of human trafficking:

- ◎ Brokering foreigners to work for others illegally. This falls under Article 45 of Employment Services Act.
- ◎ Recruiting someone without permit, or the permit has already expired or foreigners are recruited by others. This falls under Article 57, Paragraph 1 of Employment Services Act.
- ◎ Using the name of an employer to recruit foreigners to work for others. This falls under Article 57, Paragraph 2 of Employment Services Act.
- ◎ To bring recruited foreigners to engage in work other than permitted or change the foreigner's workplace without permission. This falls under Article 57, paragraph 3 of Employment Services Act.

##### 2. What do you do if you are a victim of human trafficking?

If you are a victim of human trafficking and in order to safeguard your rights and interests in Taiwan, you can contact the Foreign Workers Consultation Service Centers in your area (see attached table 1); or the Bureau of Employment and Vocational Center's toll-free



hotline for foreign workers (see attached table 2), or the foreign workers service centers at Taoyuan and Kaohsiung International Airports (see attached table 5). They will assist you if you need medical attention due to injuries, report to the police station and immigration bureau and etc.; provide an interpreter if you need to appear in court; arrange for your transfer to another employer; or assist you in the settlement of labor dispute, and other matters.

## VII. Health and Living Tips

### <Health Tips >

◆ Awareness on the prevention of common diseases will help avoid illness and pain.. If you are health conscious, you will enjoy a good life in Taiwan.

#### (1) On Severe Acute Respiratory Syndrome “SARS”

##### 1. Symptoms of infection

Fever of more than 38°C, dry cough, breathing difficulty accompanied by other symptoms such as headache, muscle stiffness, fatigue, confusion, skin rashes and diarrhea. A chest X-ray may detect the infection.

##### 2. Preventive Measures:

- Cultivate a hygienic habit, in particularly wash your hands frequently, and cover your nostrils and mouth while sneezing or coughing.
- Take your body temperature often and you're your hands frequently.
- Maintain a clean environment with good ventilation
- Avoid going to crowded places with poor ventilation
- If you have a fever over 38°C · you should put on a mask and see a doctor
- While seeing a doctor with a fever, you should inform the doctor of your traveling and contact related history.
- Avoid getting in contact with wild animals or eating raw meats.

#### (2) On Avian Influenza Virus “bird flu”

##### 1. Symptoms of Infection:

The symptoms vary depending on the tyoe of virus. Looking at the current attentive H51N influenza virus, you are likely to come up with a kind of flu symptom at the initial stage such as fever (ear temperature higher than 38°C), sore throat, coughing, muscle soreness, headache, fatigue, etc. The patient may feel bad for several days, and later will experience breathing difficulty and other lower respiratory tract symptoms.

2. Preventive Measures:

- (a) When you return to your native country, you should pay attention on possible death of birds by the numbers. If there is such a phenomenon, you should avoid getting in contact with the birds and their body secretion. If you have accidentally touched it, you should wash your hands with soap immediately.
- (b) It is best to eat cooked food, heated up to at least 70°C.
- (c) Wash your hands frequently and cultivate a hygienic habit.
- (d) Eat a balanced diet and take appropriate rest and exercise.
- (e) After re-entry to Taiwan, and you have flu symptoms plus a seven-day contact history, you should put on a mask and get treatment immediately.

**(3) On “dengue fever”**

1. Symptoms of infection: Severe fever (38°C to 40°C) chills, skin measles, pain or soreness of the limbs, headache, pain in the eye, joint or muscle pain, etc.

2. Preventive Measures

- (a) Remove water vessels at indoor and outdoor of the house.
- (b) If there is dengue fever epidemic in your location, please avoid wearing slippers and wear long-sleeved shirt and long pants
- (c) Rub (spray) a Department of Health-approved anti-mosquito ointment on exposed skin, and use according to prescription.
- (d) If you are experiencing dengue fever symptoms, you should see a doctor as soon as possible, and inform the doctor of your traveling and contact related history

**(4) On AIDS”prevention**

HIV is transmitted through oral cavity, anus, vagina and other places that have not been protected with condom while having sexual contact. It may also be transmitted through sharing of injections (such as needle & syringe) . For prevention, please avoid having sex on a one-night -stand, avoid friendship through the Internet or visiting a brothel, or participating in ‘ecstasy’ parties, or sharing needles and other high risk behaviors. We urge you to use condom correctly and through the whole course of the sex act every time. It is the most economical, effective and convenient way to prevent venereal disease and AIDS infection. You can purchase condoms at the regional Department of Health. If you have related questions, please dial Department of Health HIVAIDS toll-free consultation line 0800-888995 to inquire.

**(5) On prevention of tuberculosis**

Tuberculosis is infected through spatters in the air. Patient with positive phlegm examination has a high infection rate. There is normally no symptom at the initial morbidity period, and



the disease progresses slowly. When the patient's condition has gradually become more serious, he/she will experience coughing for a long-term, phlegm expectoration, fatigue, loss of appetite, weight loss and other symptoms. At the critical stage, the patient may experience afternoon intermittent fever, night sweating and even chest pain, and other phenomena. For a patient who has been infected, there is a 10% recurrence probability throughout his/her life as tuberculin bacillus activates when immunity weakens.

Early discovery and regular treatment "is the only way to prevent tuberculosis. If you discovered that you have been coughing with phlegm for more than three weeks, you must go see a doctor. Through a chest X-ray and sputum examination, confirmation of infection can be made. To treat tuberculosis, you must obey the doctor instructions and take your medication regularly for at least more than 6 months. You should go to the hospital for regular checkup and never stop taking your medication without your doctor's advice even if your symptoms are gone. If you decide to stop taking your medication on your own, your condition will aggravate and lead to drug resistance, and cure will not come easy. If you are diagnosed with infectious pulmonary tuberculosis, you need to be hospitalized within 2 weeks after you have started the treatment.

#### (6) On scalds and burns

For slight burns and scalds, flush with cold water immediately; then apply cold compress or soak the area in cold water. Remember not to break the blister. If it is a serious burn or scald, please follow the treatment procedure of "flush → take off → soak → cover up → send" in order to minimize injury

**flush** : flush in running cold water for approximately 30 minutes.

**Take off** : take off clothing in water slowly, remember not to break the blister.

**soak** : soak in cold water continuously for 30 minutes to eliminate the remaining heat completely.

**cover up** : use a clean bed sheet, gauze or towel to cover up the wound.

**send** : go to the hospital for medical treatment as soon as possible.

#### (7) Say no to drugs

1. Not only is drug abuse illegal, but it will also injure your physical and moral integrity, and endanger your work and life. Moreover, it is hard to stop and you can easily sink into depression. You may also die of over dosage. You must never try nor possess illegal drugs such as Ketamine, FM2, Nimetazepam, or the forth class of drugs such as Diazepam, Alprazolam and other kinds of tranquilizers.

2. Six ways to avoid drugs:

- (a) Have a normal life and rest.
  - (b) Never try drugs due to curiosity
  - (c) Find ways to relieve stress and develop good mood
  - (d) Do not rely on drugs to have good mood or loose weight.
  - (e) Avoid complicated places.
  - (f) Never accept any drinks and cigarette from strangers.
3. The Department of Health of the Executive Yuan website (<http://doh.gov.tw>) has announced a list of qualified, appointed drug rehabilitation institutions to provide outpatient services, emergency medical treatment, hospitalization, tracking of discharged patients, transferring and other services. In addition, there are private organizations that offer consultation for rehabilitation, counseling and tracking.

### <Living tips>

◆ This information is specially listed to provide you some simple tips to help you in your daily household chores.

#### (1) Remove grime with toast

When you wear your jacket every day, it tends to accumulate grime on the collar and sleeves. You can easily remove it by rubbing a thick piece of toast on the area.

#### (2) Removing dreg with lemon

When a teapot or drinking fountain has been used for a period of time, it tends to accumulate a thick layer of dreg. You only need to use a lemon, by cutting it into half, remove the seeds and put it in these containers and boil for 2 to 3 hours. The interior dreg will gradually become less. Try it several times to get a better result.

#### (3) Using salt to remove foul smell in towel

When the towel has been used for a long period of time, it tends to have a foul smell. If you use detergent to wash the towel, it may become sticky. What you need is a small amount of salt on the towel and scrub it gently in water, and the smell will fade.

#### (4) Using tissue paper to remove odor

The shoe cabinet is airtight and damp, but the tissue paper itself contains very small fibers that could absorb moisture effectively.

#### (5) Removing foul smell on telephone receiver

Take an unused tea bag (whatever flavor you like), remove the string and place it at the indent of the telephone receiver. This way, you can maintain a fresh smell on the telephone receiver!



## VIII. Taiwan folk festivals, customs and recommended scenic spots

### < Introduction to Festivals >

◆ To help you understand Taiwan customs and tradition, and treat Taiwan as your second home, we are introducing the five great festivals.

#### (1) Spring Festival (Jan 1~Jan 15 of lunar calendar)

Spring festival is the most respected festival in Taiwan. Every house will stick festival couplets and whole family will gather on “New Year’s Eve” for a family reunion dinner, exchange red envelopes and say good blessings for good fortune in the coming year.

Symbolic food : the radish – to represent “good luck”; fish – to represent abundant supply every year; leafy mustard - to represent longevity; glutinous cake – to represent steady progress year after year.

#### (2) Lantern Festival (Jan 15 of lunar calendar)

During the night of the lantern festival, you will see everybody holding lanterns everywhere and walking around outside. The temples will display special decorative lanterns, and every region will also hold exciting “lantern show” activity.

Symbolic food : Yuanshiau (sweet glutinous dumplings)

#### (3) Dragon Boat Festival (May 5 of lunar calendar)

People will hang calamus and Chinese mugwort on their entrance door, and carry perfume sachet on their body to bring peace and protection. There is also a custom of setting the egg “upright” at 12 noon. Every region will hold a “dragon boat” competition which is extremely exciting.

Symbolic food: steamed rice dumplings

#### (4) Festival of the fifteenth day of the seventh lunar month (July 15 of lunar calendar)

Every temple will hold grand traditional memorial ceremonies. Every family will prepare sumptuous meal for offering to the ghosts and the gods, and pray for peace and safety.

#### (5) Mid-Fall Festival (August 15 of lunar calendar)

At night, the whole family will get together and enjoy watching the moon, while eating moon cakes and pomelos. Eating moon cakes symbolizes happy reunion; and eating pomelos symbolizes blessings from the moon.

Symbolic food: Moon cakes, Pomelos



### < Recommended scenic spots >

◆ Taiwan is a very beautiful island and has been named “Formosa” . We recommend the following scenic spots for your traveling leisure.

#### (1) Taipei Tamshui

There is nothing more famous, simple and plain old street with good food and beautiful sunset view than Tamshui. The “Fisherman Wharf” is the best place to watch the setting sun, and the “Fort San Domingo” is famous for its unique western-style bungalow. All these are places you cannot afford to miss.

- ◎ Specialty : Fish balls, Akei, sour plum drink, fish crisp,

Mother-In-Law Hard Preserved Eggs

Transportation: Take the MRT Tamshui line to Tamshui station

#### (2) Taipei Yangming Mountain

Yangming Mountain is a worth-seeing throughout the year. Among the famous sightseeing places are Yangming National Park, Tatunshan, Chintienkang and the Bamboo Lake. Tourists like the spring ‘s “flower season” and the winter’s “hot spring” the most.

- ◎ Specialty: Edible wild herbs, farm chickens, mountain harvested products

- ◎ Transportation:

- Take the 260 bus at Taipei bus station
- Take the red 5 bus at Jiantan MRT station

#### (3) Chiayi Alisan

Alisan is famous for its sunrise and sea of beautiful clouds. Between mid-March and mid-April of every year, flowers blossom in Alisan, where beautiful flowers cover the whole mountain. It attracts a large number of tourists during this time of the year

- ◎ Specialty: Bamboo shoot, jelly fig, high mountain tea, Parents-In-Law Cake, train cake.

Transportation:

- Take the Chiayi County bus from Chiayi bus station
- Take the Alisan small train from Chiayi north gate bus station

#### (4) Tainan Perfectural City

Tainan Perfectural City is a Taiwan’s ancient capital having many state-level historical sites. Among them, the Confucian Temple, Fort Zeelandia, Eternal Fortress, Fort Provincia, etc. are the most well-known. Besides historical sites, Tainan’s snacks are specially worth trying!

- ◎ Specialty: Dan-Tsu noodles, yee mien, shrimp rolls, rice bowl glutinous cake, coffin bread, tofu pudding, ding bian cuo



#### (5) Pingtung Kenting

Kenting is full of passion, having the south island characteristic and style. It is the best place to engage in aquatic activities. Many tourists come here for a visit during summers. We welcome you and your friends to come here and cool off in the waters!

- ◎ Specialty: carrageen, yulai mushroom, harbor tea, taro glutinous cake, green bean noodle with duck
- ◎ Transportation: Take the Pingtung public bus from Pingtung bus station

#### (6) Taitong Chihben

Located at eastern Taiwan, Chihben is famous for its world-class hot springs. Besides enjoying the bathing, you can also watch the natural views of mountain range, canyons and waterfalls, etc.

- ◎ Specialty: Tiger lily, custard apple, roselle, chrysanthemum tea

##### **Transportation:**

1. Take South Circle Railway to Chihben station
2. From Taitong City, take the Dintung public bus (mountain line) to Chihben

#### (7) Hualien Tarogo Gorge

Taorgo Gorge is famous for its breathtaking natural marvelous sight. It is located along the road of Central Horizontal Highway with graceful scenes. Among the renowned tourist spots are Yanzhikou, Jiucyudong Trail, Tiansiang, Cingshui Cliff, Changchun Shine, Baiyang Trail, etc. We strongly recommend you to visit this place, because you might feel regretful if you don't.

- ◎ Specialty: Edible wild herbs, glutinous dumplings, mountain harvested products, Sunsue tea, sweet potato with taro filling
- ◎ Transportation: From Hualien Railway Station, take Huelien public bus to Tiansiang

## IX. Learning Simple conversations in Chinese

### ■ How are you ; Hello

( Chinese ) Ni How : Greeting words, and sending regards to other people.

### ■ Thanks

( Chinese ) Xie-Xie : Thanking people, a meaning of gratitude.

### ■ Sorry

( Chinese ) Dui Bu Chi : An expression of regret to people.

### ■ I love you

( Chinese ) Wo Ai Ni : An expression of love and fondness to people.

### ■ Goodbye

( Chinese ) Zhai Jian : Words to express while departing, and hoping to see each other again in the future.

### ■ How much

( Chinese ) Duo Shao Chian : Words to use when asking the price of commodity.



## X. Appendix

### Annex 1: Foreign Workers Consultation Service Center

Name	Established Date	TEL	Address
Taipei City Foreign Workers Consultation Service Center	Dec. 14, 1995	Tel: 02-25502151 Fax: 02-25507024	8F., No.21, Sec. 1, Dihua St., Datong District, Taipei City
Kaohsiung City Foreign Workers Consultation Service Center	April 01, 1996	Tel: 07-8117543 Fax: 07-8117548	4F, No. 6 Chen Chung Rd., Chien Chen District, Kaohsiung City.
Taipei County Foreign Workers Consultation Service Center	April 01, 1997	Tel: 02-89659091 02-89651044 Fax: 02-89651058	7F., No.161, Sec. 1, Jhongshan Rd., Banciao City, Taipei County
Taoyuan County Foreign Workers Consultation Service Center	April 01, 1997	Tel: 03-3344087 03-3341728 03-3322101 ext. 6812 Fax: 03-3341689	8F, No. 1 Hsien Fu Rd., Taoyuan City
Hsinchu City Foreign Workers Consultation Service Center	Oct. 01, 2000	Tel: 03-5320674 Fax:03-5319975	5F, No. 69 Kuo Hwa St., Hsinchu City
Hsinchu County Foreign Workers Consultation Service Center	Oct. 01, 2000	Tel: 03-5520648 Fax: 03-5520771	3F, No. 10 Kuang Ming 6th Road, Hsinchu City, Hsinchu County.
Miaoli County Foreign Workers Consultation Service Center	April 01, 1998	Tel : 037-363260 037-370448 Fax : 037-363261	No.1121, Guohua Rd., Miaoli City, Miaoli County
Taichung City Foreign Workers Consultation Service Center	May 01, 1998	Tel: 04-22296049 Fax: 04-22296048 外勞諮詢服務專線: 0800-600088	2F., No.53, Sec. 2, Zihyou Rd., Central District, Taichung City
Taichung County Foreign Workers Consultation Service Center	March 01, 1998	Tel: 04-25240131 Fax: 04-25285514	6F, No. 36 Yang Ming St., Fengyuan City, Taichung County.
Nantou County Foreign Workers Consultation Service Center	Jan 12, 2000	Tel: 049-2238670 Fax: 049-2238353	2F., No.53, Sec. 2, Zihyou Rd., Central District, Taichung City
Changhwa County Foreign Workers Consultation Service Center	Jan 01, 1996	Tel: 04-7297228 04-7297229 Fax: 04-7297230	8F, No. 100 Chung Hsing Rd., Changhwa City.
Yunlin County Foreign Workers Consultation Service Center	Dec. 01, 1997	Tel: 05-5338087 05-5338086 Fax: 05-5331080	No. 515 Yun Lin Rd., Section 2, Touliu City, Yunlin County.

Name	Established Date	TEL	Address
Chiayi County Foreign Workers Consultation Service Center	Jan 01, 1998	Tel: 05-3621289 Fax: 05-3621097	No 1, E. Sec, Siang He Er Rd, Siang He Village, Taibao City, Chiayi County
Chiayi City Foreign Workers Consultation Service Center	Aug 01, 2000	Tel: 05-2231920 Fax: 05-2228507	No. 199 Chung Shan Rd., Chiayi City
Tainan City Foreign Workers Consultation Service Center	Sept 01, 1999	Tel: 06-2951052 06-2991111 Fax: 06-2951053	8F, No. 6 Yung Hwa Rd., Section 2, Tainan City.
Tainan County Foreign Workers Consultation Service Center	April 01, 1998	Tel: 06-6326546 Fax: 06-6373465	7F, No. 36 Min Chih Rd., Hsinying City, Tainan County
Kaohsiung County Foreign Workers Consultation Service Center	April 07, 1996	Tel: 07-7338842 Fax: 07-7337924	No. 117 Ta Pei Rd., Wusung Town, Kaohsiung County.
Pingtung County Foreign Workers Consultation Service Center	Oct. 01, 1999	Tel: 08-7510894 Fax : 08-7515390	No. 17 Tzu You Rd., Pingtung City.
Keelung City Foreign Workers Consultation Service Center	Sept. 01, 2002	Tel: 02-24258624 02-24258624 Fax : 02-24226215	1, Yi 1st Rd., Keelung City
Ilan County Foreign Workers Consultation Service Center	Oct. 01, 1999	Tel: 03-9254040 0800-339357 Fax: 03-9251092	No.1, Sianjheng N. Rd., Yilan City, Yilan County
Hualien County Foreign Workers Consultation Service Center	Oct. 23, 1997	Tel: 038-239007 038-220931 Fax: 038-237712	No.17, Fucian Rd., Hualien City, Hualien County
Taitong County Foreign Workers Consultation Service Center	Aug. 01, 2002	Tel: 089-328254 Fax: 089-359740	No. 276, Chung Shan Rd., Taitong City
Penghu County Foreign Workers Consultation Service Center	Aug. 01, 2002	Tel: 06-9212680 Fax: 06-9217390	No.160, Dasian St., Magong City, Penghu County
Kinmen County Foreign Workers Consultation Service Center	Dec. 14, 2002	Tel: 082-373291 Fax : 082-371514	No.60, Minsheng Rd., Jincheng Township, Kinmen County
Lienchiang County Foreign Workers Consultation Service Center	Oct. 02, 2006	Tel: 0836-25022 ext.15 Fax: 0836-22209	No.76, Jieshou Village, Nangan Township, Lienchiang County



#### Annex 2: The hotline numbers for the service to the labor.

Language	Service Line
English	0800-885885
Thai	0800-885995
Indonesian	0800-885958
Vietnamese	0800-017858

#### Annex 3: Foreign Representative Offices in Taiwan

Name	Address	Tel./Fax NO.
Manila Economic and Cultural Office	11F, No. 176 Chang Chun Road, Chung Shan District, Taipei, Taiwan, 104, R.O.C.	Tel: 02-25081719 Fax: 02-25079805
Thailand Trade and Economic Office	10F, No. 151, Sin Yi Rd., Section 3, Taipei, Taiwan, 104, R.O.C.,	Tel: 02- 25811979 Fax: 02- 25818707
Indonesian Economic and Trade Office	6F., No. 550, Rui Kuang Road, Neihu District, Taipei City 114	Tel: 02-87526170 Fax: 02-87523706
Vietnam Economic and Cultural Office	NO.3-1, Lane 69, Sung Kiang Rd., Taipei, Taiwan, 104, R.O.C.	Tel: 02-25043477 Fax: 02-25041761
Ulaanbaatar Trade and Economic Representative Office in Taipei	Suite 1112, 11F., TWTC International Trade Building No. 333, Keelung Road, Section 1, Taipei City	Tel: 02-27229740 Fax: 02-27229745
Malaysian Friendship and Trade Centre	8F., No. 102, Tunhua North Road, Taipei City	Tel: 02-27132626 Fax: 02-25149864

#### Annex 4: Branch offices of National Tax Administration

Name	Address	Telephone
Taipei Tax Administrative	No.2, Sec.1, Jhonghua Rd., Wanhua District, Taipei, 10802, Taiwan (R.O.C.)	TEL: 02-23113711
National Tax Administrative of Northern Taiwan Province	No.186, Fusing Rd., Taoyuan City, Taoyuan County	TEL: 0800-000321 03-3396789
National Tax Administrative of Central Taiwan Province	No. 168, Min Sheng Road, West District, Taichung City	TEL: 0800-000321 04-23051111
National Tax Administrative of Southern Taiwan Province	6F-17F., No.7, Fubei St., North District, Tainan City 704, Taiwan (R.O.C.)	TEL: 06-2223111
Kaohsiung National Tax Administrative	No.148, Guangjhou 1st St., Lingya District, Kaohsiung, Taiwan, Republic of China	TEL: 07-7256600

#### Annex 5: Taiwan International Airport Office- Foreign Worker Service Center

Airport	Tel	Address	Fax
Taoyuan International Airport Office	03-398-9002 English03-398-3976 Thai03-398-3975 Indonesian03-398-3977 Vietnamese03-398-3974	No. 9, Hangjan S. Rd., Dayuan Shiang, Taoyuan, Taiwan 33758, R.O.C. Room No: C-0-278	03-393-1469
Kaohsiung International Airport	07-803-6804 07-803-6419	No.2, Jhongshan 4th Rd., Siaogang District, Kaohsiung City 812, Taiwan (R.O.C.)	07-803-9177

#### Annex 6: Branch offices of Bureau of National Health Insurance

Branch	Address	Tel	Fax
Taipei Branch	5 F., No.15-1, Gongyuan Rd., Zhongzheng District, Taipei City 10048, Taiwan (R.O.C.)	02-25232388	02-27025834
Northern Region Branch	No.525, Sec. 3, Jhongshan E. Rd., Jhongli City, Taoyuan County 32005, Taiwan (R.O.C.)	03-433911	03-4381800
Central Region Branch	No.66, Shihjeng N. 1st Rd., Situn District, Taichung City 407, Taiwan (R.O.C.)	04-22583988	04-22531242
Southern Region Branch	No.96,Gongyuan Rd., Tainan City 70006, Taiwan	06-2245678	06-2244292
Eastern Region Branch	No.36, Syuanyuan Rd., Hualien City, Hualien County 970, Taiwan (R.O.C.)	03-8332111	03-8332011
Kao-Ping Branch	No.157, Jiouru 2nd Rd., Sanmin District, Kaohsiung City 807, Taiwan (R.O.C.)	07-3233123	07-3159242

\* Toll-free Phone : 0800-030-598

#### Annex 7: Branch offices of Bureau of Labor Insurance, Council of Labor Affairs

Office	Address	Tel	Fax
Taipei City Office	1F., No.4, Sec. 1, Roosevelt Rd., Jhonghng District, Taipei City 10013, Taiwan (R.O.C.)	02-2321-6884	02-23939264 02-33933852
Taipei County Office	No.481, Sec. 2, Wunhua Rd., Banciao City, Taipei County 22044, Taiwan (R.O.C.)	02-8253-7515	02-22526399 02-82537518
Keelung Office	No.40, Jhengyi Rd., Jhonghng District, Keelung City 20241, Taiwan (R.O.C.)	02-2426-7796	02-24270702 02-24278364
Taoyuan Office	No.26, Sianfu Rd., Taoyuan City, Taoyuan County 33053, Taiwan (R.O.C.)	03-335-0003	03-3364329 03-3479036
Hsinchu City Office	No.42, Nanda Rd., East District, Hsinchu City 30061, Taiwan (R.O.C.)	03-522-3436	03-5281438 03-5627491
Hsinchu County Office	No.36-1, Guangming 9th Rd., Jhubei City, Hsinchu County 30268, Taiwan (R.O.C.)	03-551-4775	03-5514734 03-5583473



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Office	Address	Tel	Fax
Miaoli Office	No.131, Jhongshan Rd., Miaoli City, Miaoli County 36043, Taiwan (R.O.C.)	037-266-190	037-266650 037-277918
Taichung City Office	No.131, Mineyuan Rd., West District, Taichung City 403, Taiwan (R.O.C.)	04-2255-2388	04-22552333 04-22550800
Taichung County Office	No.616, Chengong Rd., Fongyuan City, Taichung County 42054, Taiwan (R.O.C.)	04-2520-3707	04-25200984
Nantou Office	No.391, Fangmei Rd., Nantou City, Nantou County 54052, Taiwan (R.O.C.)	049-222-2954	049-2209109 049-2235624
Changhua Office	No.239, Sec. 1, Gongyuan Rd., Changhua City, Changhua County 50057, Taiwan (R.O.C.)	04-725-6881	04-7259293 04-7270857
Yunlin Office	No.7, Singhua St., Douliou City, Yunlin County 64050, Taiwan (R.O.C.)	05-532-1787	05-5331738 05-5372439
Chiayi Office	No.2, Daye St., East District, Chiayi City 60062, Taiwan (R.O.C.)	05-222-3301	05-2221013 05-2253944
Tainan City Office	No.5, Yunhe S. St., West Central District, Tainan City 70055, Taiwan (R.O.C.)	06-222-5324	06-2110355 06-2225611
Tainan County Office	No.31, Minjih E. Rd., Sinying City, Tainan County 73055, Taiwan (R.O.C.)	06-635-3443	06-6333017 06-6335831
Kaohsiung City Office	No.304, Jhongjheng 1st Rd., Lingya District, Kaohsiung City 80284, Taiwan (R.O.C.)	07-727-5115	07-7275338 07-7275337
Kaohsiung County Office	No.6, Fusing St., Fongshan City, Kaohsiung County 83070, Taiwan (R.O.C.)	07-746-2500	07-7462519 07-7464318
Pingtung Office	No.552-1, Guangdong Rd., Pingtung City, Pingtung County 90059, Taiwan (R.O.C.)	08-737-7027	08-7350343 08-7364584
Yilan Office	No.6, Sec. 3, Nongcyuan Rd., Yilan City, Yilan County 26059, Taiwan (R.O.C.)	03-932-2331	039-329551 039-355807
Hualien Office	No.43, Fuji Rd., Hualien City, Hualien County 97068, Taiwan (R.O.C.)	03-857-2256	038-465746 038-564446
Taitung Office	No.292, Gengsheng Rd., Taitung City, Taitung County 95051, Taiwan (R.O.C.)	089-318-416	089-333478 089-356003
Penghu Office	No.36, Sanmin Rd., Magong City, Penghu County 88050, Taiwan (R.O.C.)	06-927-2505	06-9279320
Kinmen Office	No.69, Huandao N. Rd., Jincheng Township, Kinmen County 89250, Taiwan (R.O.C.)	082-325-017	082-328119
Matsu Office	No.47-4, Jhongjheng Rd., Jieshou Village, Nangan Township, Lienchiang County Matsu 20941, Taiwan (R.O.C.)	0836-22467	0836-22872

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Annex 8: The Address, Telephone No., and Fax No. of the NIA's Service Center

Number	Unit	Address	Telephone	Fax
1	Keelung City Service Center	11FL., No.18, Yiyi Rd., Keelung City	02-24281775	02-24285251
2	Taipei City Service Center	1FL., No.15, Guanghou St., Jhongheng District, Taipei City	02-23899983	02-23310594
3	Taipei County Service Center	No.168, Minzu Rd., Banciao City, Taipei County	02-89647960	02-89647208
4	Taoyuan County Service Center	1FL., No.106, Sianfu Rd., Taoyuan City, Taoyuan County	03-3310409	03-3314811
5	Hsinchu City Service Center	1-2FL., No.12, Jhonghua Rd.,Sec. 3, Hsinchu City	03-5243517	03-5245109
6	Hsinchu County Service Center	1FL., No.133, Sanmin Rd., Jhubei City, Hsinchu County	03-5514590	03-5519452
7	Miaoli County Service Center	No.6, Lane 1297, Zhongzheng Rd., Miaoli City, Miaoli County	037-322350	037-321093
8	Taichung City Service Center	1FL., No.91, Gancheng St., Nantou District, Taichung City	04-22549981	04-22545662
9	Taichung County Service Center	No.280, Jhongshan Rd., Fongyuan City, Taichung County	04-25269777	04-25268551
10	Changhua County Service Center	No.18, Heping St., Yuanlin Township, Changhua County	04-8349614	04-8349106
11	Nantou County Service Center	1FL., No.87, Wunchang St., Nantou City, Nantou County	049-2200065	049-2247874
12	Yunlin County Service Center	1FL., No.61, Liouhe St., Douliou City, Yunlin County	05-5345971	05-5346142
13	Chiayi City Service Center	11FL., No.353, Jhongsing Rd., West District, Chiayi City	05-2313274	05-2311297
14	Chiayi County Service Center	No.6, West Sec, Siangho 2nd Rd., Puzih City, Chiayi County	05-3623763	05-3621731
15	Tainan City Service Center	No.370, Sec. 2, Fucian Rd., Tainan City	06-2937641	06-2935775
16	Tainan County Service Center	1FL., No.353, Jhongsan Rd., Shanhua Township, Tainan County	06-5817404	06-5818924
17	Kaohsiung City Service Center	1FL., No.436, Chenggong 1st Rd., Cianjin District, Kaohsiung City	07-2821400	07-2153890



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Number	Unit	Address	Telephone	Fax
18	Kaohsiung County Service Center	No.115, Gangshan Rd., Gangshan Township, Kaohsiung County	07-6212143	07-6236334
19	Pingtung County Service Center	No.185, Zihli Rd., Pingtung City, Pingtung County	08-7216665	08-7214264
20	Yilan County Service Center	1FL., No.45, Cangan Rd., Luodong Township, Yilan County	03-9575448	03-9574949
21	Hualien County Service Center	No.38, Minle 3rd Rd., Hualien City, Hualien County	038-235503	038-223034
22	Taitung County Service Center	No.59, Changsha St., Taitung City, Taitung County	089-361631	089-347103
23	Penghu County Service Center	1FL., No.177, Sinsheng Rd., Magong City, Penghu County	06-9267150	06-9264545
24	Kinmen County Service Center	2FL., No.5, Sec. 1, Sihain Rd., Jincheng Township, Kinmen County	082-323701	082-323641
25	Lienchiang County Service Center	2FL., No.135, Fuao Village, Nangan Township, Mazu, Lienchiang County	0836-23738	0836-23740

Annex 9: The Address, Telephone No., and Fax No. of the NIA's Specialized Operation Brigades

Nmbr	Unit	Address	Tel	Fax
1	First Specialized Operation Corps	5FL., No. 37, Sec. 2, Sanmin Rd., Banciao City, Taipei County	02-29611356 02-29616840	02-29612817
2	Taipei City Specialized Operation Brigade	1FL., No.15, Guanghou St., Zhongjheng District, Taipei City	02-23889393 轉 5035	02-23892644
3	Taipei County Specialized Operation Bri	5FL., No. 37, Sec. 2, Sanmin Rd., Banciao City, Taipei County	02-29611360	02-29612817
4	Keelung City Specialized Operation Brigade	No. 2, Lane 9, Yi 7th Rd., Keelung City	02-24287172	02-24284718
5	Hsinchu City Specialized Operation Brigade	No. 122, Songling Rd., Hsinchu City	03-5254336	03-5258542

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Ninhr	Unit	Address	Tel	Fax
6	Hsinchu County Specialized Operation Brigade	2FL., No. 133, Sanmin Rd., Jhubei City, Hsinchu County	03-5512377 轉 6	03-5515084
7	Miaoli County Specialized Operation Brigade	No. 5, Lane 1297, Jhongheng Rd., Miaoli City, Miaoli County	037-379045	037-379052
8	Taoyuan County Specialized Operation Brigade	B1, No. 106, Sianfu Rd., Taoyuan City, Taoyuan County	03-3357628	03-3358429
9	Yilan County Specialized Operation Brigade	2FL., No. 45, Cangcian Rd., Luodong Township, Yilan County	03-9577661	03-9575592
10	Hualien County Specialized Operation Brigade	No. 35, Gangkou Rd., Hualien City, Hualien County	03-8223363	038-223477
11	Taitung County Specialized Operation Brigade	No. 59, Changsha St., Taitung City, Taitung County	089-342095	089-342874
12	Penghu County Specialized Operation Brigade	No. 177, Sinsheng Rd., Magong City, Penghu County	06-9263556	06-9261850
13	Kinmen County Specialized Operation Brigade	3FL., No. 5, Sec. 1, Sihai Rd., Jincheng Township, Kinmen County	082-375772	082-373226
14	Lienchiang County Specialized Operation Brigade	No. 1-5, Ren-ai Village, Nangan Township, Lienchiang County	0836-22945	0836-22962
15	Second Specialized Operation Corps	3FL., No. 439, Sec. 1, Fusing Rd., Taichung City	04-22608377	04-22602972
16	Taichung City Specialized Operation Brigade	3FL., No. 439, Sec. 1, Fusing Rd., Taichung City	04-22601579	04-22601579
17	Taichung County Specialized Operation Brigade	No. 278, Jhongsan Rd., Fongyuan City, Taichung County	04-25260405	04-25264442



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Nmtr	Unit	Address	Tel	Fax
18	Nantou County Specialized Operation Brigade	2-3FL., No. 87, Wunchang St., Nantou City, Nantou County	049-2246810	049-2246841
19	Changhua County Specialized Operation Brigade	2-4FL., No. 18, Heping St., Yuanlin Township, Changhua County	04-8344419	04-8340913
20	Yunlin County Specialized Operation Brigade	2FL., No. 61, Liouhe Rd., Douliou City, Yunlin County	05-5346119	05-5346143
21	Chiayi City Specialized Operation Brigade	10FL., No. 353, Jhongsing Rd., Chiayi City	05-2313609	05-2313705
22	Chiayi County Specialized Operation Brigade	2FL., No. 6, Siangho 2nd Rd., Puzih City, Chiayi County	05-3625162	05-3621441
23	Tainan City Specialized Operation Brigade	6FL., No. 370, Sec. 2, Fucian Rd., Tainan City	06-2219459	06-2211249
24	Tainan County Specialized Operation Brigade	2FL., No. 353, Jhongsan Rd., Shanhua Township, Tainan County	06-5813019	06-5816328
25	Kaohsiung City Specialized Operation Brigade	No. 113, Liouhe 1st Rd., Sinsing District, Kaohsiung City	07-2367524	07-2360446
26	Kaohsiung County Specialized Operation Brigade	2FL., No. 115, Gangshan Rd., Gangshan Township, Kaohsiung County	07-6236347	07-6236347
27	Pingtung County Specialized Operation Brigade	No. 185, Zihli Rd., Pingtung City, Pingtung County	08-7210894	08-7216498

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**Annex. 10 : Bureau of Employment and Vocational Training of the Executive Yuan has entrusted the handling of frequency channel tables on “Production and Broadcasting of Services of Chinese/Foreign Language Programs Broadcast for Foreign Workers”**

Language	Company	Program name	Channel
Chinese programs	Taiwan Broadcasting Company	Foreign Workers' Road Interchange	1. Hsinchu Broadcasting Station AM-1206kHz (first broadcast on Sunday at 16:00-17:00) 2. Taipei 2 <sup>nd</sup> Broadcasting Station AM-1188kHz (rebroadcast on Sunday at 17:00-18:00) 3. Taichung Broadcasting Station AM-774kHz (rebroadcast on Sunday at 17:00-18:00) 4. Taipei 1st Broadcasting Station AM-1323kHz (rebroadcast on Friday at 07:00-08:00)
	Panorama Community Broadcasting Station	Foreign Worker in the Family	First broadcast on every Saturday at 12:00-13:00 Rebroadcast on every Saturday at 19:00-20:00 1. Panorama Community Broadcasting Station FM89.3 2. Taichung Wang Chong Phong Broadcasting Station FM89.5 3. Jiayi Jia-Lo Broadcasting Station FM92.3 4. Kaohsiung Happy Broadcasting Station FM97.5 5. Hualien Joyful Broadcasting Station FM98.3
English programs	Taiwan Broadcasting Station	Happy Holidays Philippines	1. Taipei 1st Broadcasting Station AM-1323kHz (first broadcast on Sunday at 18:00-19:00) 2. Dashi Broadcasting Station AM621kHz (first broadcast on Sunday at 18:00-19:00) 3. Hsinchu Broadcasting Station AM-1206kHz (rebroadcast on Sunday at 19:00-20:00)
	Central Broadcasting Station	Hello, Formosa	First broadcast on every Thursday at 19:00-20:00 Rebroadcast on every Sunday at 18:00-19:00 AM747(kHz)/402(m) AM927(kHz)/324(m)



## 「外籍勞工在臺工作須知」

- ◆ 為保障您在臺灣的工作權益，請您詳依下列說明，敦促您的雇主辦理健康檢查、健檢結果報備、入國通報、聘僱許可、展延聘僱許可等相關事宜，並與雇主確認後，自行註記辦理健檢日期及相關聘僱許可函、健檢核備函之日期文號，妥善保留本手冊。

### ● 您個人基本資料：

姓名：\_\_\_\_\_

國籍別：\_\_\_\_\_ 性別：\_\_\_\_\_ 出生日期：\_\_\_\_月\_\_\_\_日\_\_\_\_年

護照號碼：\_\_\_\_\_ 入國日期：\_\_\_\_月\_\_\_\_日\_\_\_\_年

請您依下列應注意事項，促請您的雇主依規定期限辦理：

### ● 入國後辦理聘僱許可事宜：

1. 健檢合格者，須入國後15日內辦理外僑居留證及聘僱許可。  
(聘僱許可期間：\_\_\_\_月\_\_\_\_日\_\_\_\_年至\_\_\_\_月\_\_\_\_日\_\_\_\_年，  
聘僱許可文號：\_\_\_\_月\_\_\_\_日\_\_\_\_年第\_\_\_\_號函)
2. 入國工作後於聘僱期滿到期日之前60日內，應辦理展延聘僱許可。  
(展延聘僱許可期間：\_\_\_\_月\_\_\_\_日\_\_\_\_年至\_\_\_\_月\_\_\_\_日\_\_\_\_年，  
展延聘僱許可文號：\_\_\_\_月\_\_\_\_日\_\_\_\_年第\_\_\_\_號)
3. 如您從事重大工程工作而屬特殊情形者，您的雇主可以再申請展延，應於展延期限屆滿前60日內，辦理再展延聘僱許可，最長以6個月為限。  
(再展延聘僱許可期間：\_\_\_\_月\_\_\_\_日\_\_\_\_年至\_\_\_\_月\_\_\_\_日\_\_\_\_年，  
再展延聘僱許可文號：\_\_\_\_月\_\_\_\_日\_\_\_\_年第\_\_\_\_號)
4. 如您發生轉換由新雇主接續聘僱者，請敦促新雇主應辦理接續聘僱許可。  
(接續聘僱許可期間：\_\_\_\_月\_\_\_\_日\_\_\_\_年至\_\_\_\_月\_\_\_\_日\_\_\_\_年，  
新雇主接續聘僱許可文號：\_\_\_\_月\_\_\_\_日\_\_\_\_年第\_\_\_\_號)

### ● 入國後辦理健康檢查及報備事宜：

1. 入國後3日內須辦理健康檢查：\_\_\_\_月\_\_\_\_日\_\_\_\_年
2. 入國工作滿6個月之日前後30日內，健檢及健檢結果報備：\_\_\_\_月\_\_\_\_日\_\_\_\_年  
(健檢核備函文號：\_\_\_\_月\_\_\_\_日\_\_\_\_年第\_\_\_\_號函)
3. 入國工作滿18個月之日前後30日內，健檢及健檢結果報備：\_\_\_\_月\_\_\_\_日\_\_\_\_年  
(健檢核備函文號：\_\_\_\_月\_\_\_\_日\_\_\_\_年第\_\_\_\_號函)
4. 入國工作滿30個月之日前後30日內，健檢及健檢結果報備：\_\_\_\_月\_\_\_\_日\_\_\_\_年  
(健檢核備函文號：\_\_\_\_月\_\_\_\_日\_\_\_\_年第\_\_\_\_號函)

### ● 應注意事項：

1. 您入國聘僱許可期限屆滿，如未再經行政院勞工委員會核准展延者，您應於聘僱許可期限屆滿前離境。
2. 您入國工作滿6個月、18個月及30個月之日前後30日內，雇主應為您安排辦理健康檢查事宜，並須於收到醫院核發之健檢證明日起15日內，將健檢結果報備當地衛生主管機關。
3. 您的雇主不得非法扣留或侵占您的護照、居留證或財物。
4. 請於您的居留期限屆滿前，敦促雇主為您辦理延長居留期限事宜。
5. 您於受聘僱許可期間無違反法令規定情事而因聘僱關係終止、或聘僱許可期間屆滿出國、或因健康檢查不合格經返國治療再檢查合格者，得再入國工作。您可在出國1日後，申請入國簽證來臺工作，但您在臺灣境內工作期間，累計不得逾9年。
6. 您入國後如發生連續曠職3日失去聯繫而為非法雇主工作者，將被處新臺幣3萬元以上15萬元以下罰鍰，並須限期出國，不得再於臺灣境內工作。

## 「有朋自遠方來，不亦悅乎！」

- ◆ 親愛的外籍朋友，歡迎您來到臺灣協助我們推動各項國家建設、產業生產及相關社會福利服務，我們除了表示誠摯的感謝外，為了您在臺灣工作期間能順利愉快，有些話要提醒您。

## 壹、您應遵守的相關規定：

### 一、應定期接受健康檢查：

您應於進入我國後3個工作天內及滿6個月、18個月及30個月之日前後30日內，由雇主安排前往中央衛生主管機關（即行政院衛生署）指定之醫院辦理健康檢查；3年工作期滿3個月內再入國，雇主仍應安排您接受健康檢查，如已持有國內指定醫院入國日前3個月內核發之健康檢查合格證明，免再辦理母國健康檢查及入國後3日內之健康檢查。

### 二、應於限期內辦理外僑居留證：

您應於進入我國後15日內，由雇主帶領並檢附相關文件至您居留地移民署服務站（如附表八）申請外僑居留證及製作指紋卡。

### 三、應由雇主如期辦理入國通報、聘僱許可及展延聘僱許可：

您初次進入我國經健康檢查合格後，雇主應於您入國後3日內，填具「雇主聘僱外籍工作者入國通報單」，通知當地主管機關依第二類外國人生活管理計畫書實施檢查，並取得當地主管機關核發之「雇主聘僱外籍工作者入國通報受理證明書」之後，於您入國15日內，檢附前開證明書及其他相關文件，代為向行政院勞工委員會（以下簡稱勞務委會）申請聘僱許可（如您入國3日以上至15日內離境者，仍應依規定申辦聘僱許

可)，當地主管機關將於核發證明書之翌日起3個月內，依外國人生活管理計畫書實施檢查。在您許可期限屆滿，如有需要延長工作期限，仍應由雇主於聘僱許可有效期間屆滿日前60日期間內，向勞委會申請展延聘僱許可。

#### 四、僱用您的雇主應與聘僱許可函上的雇主一致：

您未經勞委會許可不得轉換雇主及工作。

#### 五、您目前所從事的工作項目及工作地點應與聘僱許可函上之工作項目及工作地點一致。

您不得從事許可以外之工作，或在許可以外之工作地點工作。

#### 六、如您來臺從事家庭看護工之工作，而您所照護的被看護者不幸死亡後，您應促請您的雇主於30日內，儘速向勞委會辦理變更被看護者、由符合親等關係之新雇主接續聘僱、或轉由其他雇主接續聘僱事宜。

#### 七、您在臺工作之薪資所得，應依規定繳納所得稅（請參考本手冊：肆、四）。

外勞在臺工作之薪資所得應依我國稅法規定繳納所得稅。

#### 八、您在臺工作期間，不得吸食或持有鴉片、嗎啡、古柯鹼、大麻、安非他命等毒品，一經查獲將受刑事起訴。

#### 九、您在入國臺灣時，應確認接機人員（雇主、仲介或代理人），以防誤接被騙，勞委會並於臺灣國際機場（桃園國際航空站及高雄國際航空站）設置外勞服務站（如附表五），提供入國外勞指引與接機服務及出境申訴關懷服務。

◆ 各位外籍朋友，為了確保您在臺工作之權益，請務必遵守以上各項規定。若您發現您的雇主未依限為您辦理上述相關應辦事項者，請儘快要求您的雇主依規定辦理，若經反應後仍未改善或發現您的雇主有任何違法的情事，請您儘速聯繫以下單位，將有專人提供必要協助：

- ◎ 直接洽各縣市外勞諮詢服務中心（如附表一）
- ◎ 撥打勞委會職訓局免付費外勞申訴專線：英語0800-885885、泰語0800-885995、印尼語0800-885958、越南語0800-017858（如附表二），或洽勞委會職訓局（地址：臺北市大同區延平北路二段83號）。
- ◎ 臺灣國際機場（桃園國際航空站及高雄國際航空站）外勞諮詢申訴服務（如附表五）。



## 貳、您在臺工作期間所享有的權益

### 一、工資：

由勞雇雙方自行協商約定，惟您如受僱於適用我國勞動基準法之事業單位，工資不得低於基本工資。

### 二、工作時間及休息：

1. 依勞雇雙方簽訂之勞動契約辦理。惟如受僱於適用勞動基準法之事業單位，每日正常工作時間不得超過8小時，每2週工作總時數不得超過84小時。加班時，依該法規定辦理。
2. 勞工繼續工作4小時，至少應有30分鐘之休息。但實行輪班制或其工作有連續性或緊急性者，雇主得在工作時間內，另行調配其休息時間。

### 三、例假、休假及請假：

依勞雇雙方簽訂之勞動契約辦理。惟如受僱於適用勞動基準法之事業單位，勞工每7日中至少應有1日之休息，作為例假。紀念日、勞動節日及其他由中央主管機關規定應放假之日，均應休假。但得由勞雇雙方協商調整休假日期。在同一雇主或事業單位，繼續工作满一定期間者，每年應依勞動基準法第38條規定給予特別休假。上開例、休假日工資應由雇主照給。另婚、喪、事、病假及公傷病假，依勞工請假規則辦理。

### 四、健康保險：

所有領有外僑居留證的外勞，都要由雇主辦理自受雇之日起，參加全民健康保險。按月繳納全民健保保險費，即可享有全民健保醫療權益。（中央健康保險局各地分局地址如附表六）

### 五、勞工保險：

您受僱於僱用勞工5人以上之事業單位，雇主應於所聘僱外籍勞工到職之日檢附中央主管機關或相關目的事業主管機關核准從事工作之證明文件向勞工保險局申報加入勞工保險。（如附表七）

### 六、入出國接引服務

勞委會職訓局於臺灣國際機場（桃園國際航空站及高雄國際航空站）設置外勞服務站（如附表五），提供入國外勞指引及接機服務、出國外勞勞資爭議申訴服務及協助提供外勞臨時留宿服務。



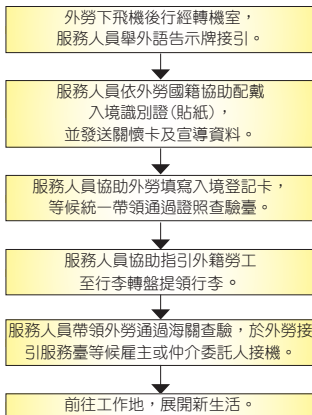
## 七、勞資爭議處理：

您在臺工作期間，如有勞動權益方面之爭議時，可逕向工作所在地之縣市政府勞工行政主管機關申請調解協調，或撥打勞委會免費外勞申訴專線（如附表二）；亦可於臺灣國際機場（桃園國際航空站及高雄國際航空站）外勞服務站（如附表五）提出申訴服務。

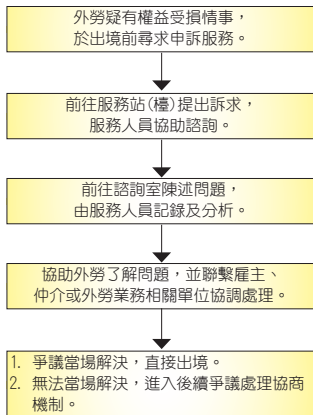
## 八、消費爭議之處理：

外勞與企業經營者因商品或服務發生消費爭議時，消費者得向企業經營者、消費者保護團體或消費者服務中心或其分中心申訴，或逕撥服務專線：1950（全國代表號）。另外，也可以進入消保會全民消費保護網網站（[www.cpc.gov.tw](http://www.cpc.gov.tw)）瞭解最新的生活消費訊息及消費糾紛案例，還可以經由網路提出消費申訴。

### ◎入國外勞諮詢服務流程



### ◎出國外勞諮詢服務流程



## 參、明智選擇：合法？非法？

### 一、在臺聘僱期間內合法工作，將會有什麼好處？

外勞若能合法在臺工作，除可獲得應有之薪資所得外，並可享有相關勞動權益的合理保障。如您聘僱許可期間無違反我國法令規定情事而因聘僱關係終止或聘僱許可期間屆滿出國，或因健康檢查不合格經返國治療再檢查合格者，您可在出國1日後，申請入國簽證來臺工作，但您在臺灣境內工作期間，累計不得逾9年。

## 二、如在臺聘僱期間內發生行蹤不明，將會有什麼後果？

依我國「就業服務法」第73條及第74條規定，外勞發生連續曠職3日失去聯繫者，將被廢止聘僱許可，並限令出國，不得再於臺灣境內工作；且外勞於行蹤不明期間如非法工作者，將被處以新臺幣3萬元以上15萬元以下罰鍰，意即行蹤不明之外勞將隨時有可能被追緝並遣送出國，並不得再以任何理由來臺工作。

## 三、如發生行蹤不明情形，該怎麼處理？

- 您在臺工作如有權益遭受違法侵害之疑慮，請您善加利用勞委會提供之管道尋求協助；如變相以行蹤不明之非法身份潛藏在社會角落打工，容易受到非法雇主或非法仲介操控，遭受不當利用、剝削和欺壓，無論在醫療、生活或工作等都沒有保障，受傷或病痛時，也缺乏勞健保保障，無法透過正常管道就醫，受迫時難以保障自我基本人權；勞委會呼籲您，如發生行蹤不明之情形，請主動聯繫下列單位以協助投案：
  - ◎ 各地移民署專勤隊（如附表九）
  - ◎ 各地警察機關
  - ◎ 各外勞來源國駐臺機構（如附表三）
  - ◎ 各縣市外勞諮詢服務中心（如附表一）
  - ◎ 勞委會職業訓練局免付費外勞申訴專線（如附表二）。
  - ◎ 臺灣國際機場（桃園國際航空站及高雄國際航空站）外勞諮詢申訴服務（如附表五）。
- 為杜絕非法打工衍生之社會問題及保障合法外勞工作權益，雇主如僱用行蹤不明外勞最高將重罰新臺幣75萬元，另檢舉聘僱行蹤不明外勞檢舉獎金一案為新臺幣5000元，請利用勞委會職訓局免付費外勞申訴專線0800-885-885英語專線、0800-885-995泰語專線、0800-885-958印尼語專線、越南語0800-017858檢舉（如附表二）。

## 肆、其他應注意事項與相關規定：

### 一、仲介費：為明訂仲介費之合理收費標準，勞委會採取以下措施：

- 要求貴國明確釐清「規費」及「仲介費」，並建議貴國仲介費以不超過您一個月基本工資為限。
- 請貴國於訂定仲介費數額時，刪除「臺灣仲介費」一項，並規定臺灣仲介公司不得向90年11月9日之後取得入國簽證之外勞收取「臺灣仲介費」。
- 自90年11月9日起取得入國簽證外勞之每月給付臺灣仲介公司服務費及交通費，酌予調整。合計第1年每月上限為新臺幣1800元；第2年每月上限為新臺幣1700元；第3年每月上限為新臺幣1500元。但曾來臺工作2年以上，因聘僱關係終止或聘僱許可期間屆滿回國後再來臺工作，並受僱於同一雇主者，每月上限為新臺幣1500元。以上各年每月收費金額的計算，是以您入國日起算，並非更換仲介公司服務即以第1年每月上限新臺幣1,800元計算收費。

4. 臺灣仲介公司應主動與您簽訂書面服務契約，載明服務事項、費用項目及收費金額、退費方式後，始得收取費用。
5. 外勞自90年11月9日起申請入國簽證，應簽署「外國人入國工作費用及工資切結書」，詳細確實填寫來臺工作所繳相關費用及所得工資，該切結書應經外勞輸出國主管部門查核驗證後，外勞於辦理入國簽證時出示，並由外勞攜帶來臺於雇主申請聘僱許可時繳交。
6. 仲介公司依法需向本會繳交銀行出具之新臺幣100萬元至300萬元之保證金保證書，作為民事責任之擔保。若外勞與仲介公司發生民事債權債務問題，可備民事途徑，於保證金保證書效期內，勞委會尚未解除保證責任，且取得民事債權之執行名義後，向開立保證金保證書銀行請求代為履行保證責任。

## 二、外勞薪資含膳宿費用：

1. 依據我國勞動基準法規定，工資之給付得於勞動契約中訂明一部以實物給付，惟其作價應公平合理。故勞委會參考臺灣地區平均每人月住宿及伙食消費支出標準，並考量外勞權益及尊重市場機制，以每月5000元作為外勞薪資中含膳宿費之參考上限，實際金額由勞資雙方協議並於勞動契約書面訂定。
2. 前項規定對於不適用勞基法規定之家庭外籍看護工及外籍幫傭，勞雇雙方須於勞動契約中明訂，以維護勞雇雙方權益。
3. 對於目前已在臺工作之外勞，其與雇主已訂有契約免費提供膳宿者，在契約存續期間，雇主不應片面變更勞動條件。如有變更之需要，仍須經勞雇雙方合意後，始得為之。

## 三、懷孕及健康檢查項目：

1. 外勞入國前應辦理之健康檢查項目中，應包含妊娠檢查。外勞如經檢查結果有懷孕情形時，屬健康檢查不合格，不得來臺工作。
2. 外勞進入我國後3個工作天內及工作滿6個月、18個月及30個月之日前後30日內之健康檢查事宜，有關辦理妊娠檢查及B型肝炎表面抗原檢查項目，簡表如下：

健檢時間	健檢項目	
	妊娠檢查（女性）	B型肝炎表面抗原檢查
入國前(入國簽證)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
入國3日	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
滿6、18、30月	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3年期滿3個月內再入國	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

3. 91年11月9日實施外勞取消妊娠檢查規定後，如您在臺工作期間有懷孕情形時，雇主不得以此理由片面解約，強制令您出國。您如因懷孕等因素，而有確不能勝任工作之情形時，雇主得主張終止契約。如果您是適用勞動基準法者（如製造業、營造業），雇主應依法預告勞工並發給資遣費；不適用勞動基準法者（如家庭幫傭、家庭監護工），則由勞雇雙方協議終止契約事宜。
4. 您在臺工作期間如因懷孕，身心會產生很大變化，又無家人或朋友協助，故勞委會籲請外勞於發生性行為時，宜採取適當措施（如使用保險套、避孕藥等避孕措施），以維護自身權益。

#### 四、薪資所得之課稅規定：

1. 雇主給付您工資時，應檢附印有中文及您本國文字之薪資明細表，將發放工資、工資計算項目、工資總額、扣款繳納之各項費用及金額等事項記入，交予您簽收，並請保存以利核對。
2. 您如於同一課稅年度（1月1日至12月31日）內在臺合法工作居留未滿183天者，係以「非居住者」身分課稅，扣繳稅額為您薪資所得的20%，也就是應納的稅額，如您於同一課稅年度內在臺工作居留滿183天（例如於當年度7月1日以前入國，中途未離境者）、或於上一年度在臺居住已滿183天，繼續居住至次年度者，係以「居住者」身分課稅，您應於每年5月1日至5月31日止辦理申報，其適用稅率依所得高低介於6%至40%。
3. 如您來臺係從事家庭幫傭或家庭看護工之工作，由於您的雇主並非所得稅法之扣繳義務人，因此雇主不會於給付時代扣稅款，但您仍應按勞動契約上每月約定工資來計算您的所得稅額，並依規定繳稅。
4. 如您屬居住者每月所應繳交所得稅款金額未超過新臺幣2000元者，您可選擇不經由雇主為您代扣稅款，但仍應依規定繳稅。
5. 如您已合法在臺工作，發生連續曠職3日失去聯繫，經您雇主報備後，而經查獲非法為未經許可之雇主工作，我國稅捐單位將以基本工資以上的所得標準來核課您的所得稅額。
6. 您來臺工作後必須逐年申報所得稅，在臺工作期間應於每年5月1日起至5月31日止，辦理上年度之結算申報；如您於年度中途離境者，則應於離境前一週，辦理當年度申報，稅捐單位於受理您申報退稅申請案後，經核算有退稅款，則至遲於次年4月底前核發退稅支票。
7. 為避免他人不法侵占您的退稅款，建議您在簽署退稅授權書時，應審慎選擇授權給您值得信賴的人代辦退稅及代理領款事宜，並洽請您國家的駐臺機構（如附表三）提供必要之協助，以順利辦理及取得退稅。
8. 如您對於所得稅之繳納及退稅仍有不清楚的地方，可以打電話到各區國稅局洽詢（如附表四）。
9. 如您有短漏報在臺工作所得情形者，將處漏稅額2倍以下之罰鍰；如未依法辦理申報者，將處補稅額3倍以下之罰鍰。

#### 五、工作安全及遵守安全衛生標準作業：

您與一般勞工一樣，在工作場所工作，雇主應依勞工安全衛生法規規定，提供必要的安全衛生保障，雇主除了工作場所的安全衛生設備應符合規定外，僱用您時亦應給予安全衛生及預防災變的教育訓練，包括工作安全步驟，可能遭遇的危害，工作應注意事項，避難、急救、消防等，以維護勞工作業安全及身心健康；也提醒您為確保自身安全，工作前或工作時，勿飲酒或飲用含酒精類內服液等，以免意識不清發生危險。

#### 六、您於受聘僱期間，因故須中途解約提前返國時，為免爾後發生勞資爭議情事，應與雇主前往各地方主管機關辦理終止聘僱關係之驗證程序。



## 伍、尋求法律協助的管道

- ◆ 如果您有相關法律問題與官司糾紛要處理，可以洽詢法律扶助基金會，將有專人為您服務，讓您沒錢也能打官司，請事先用電話預約。

基金會	電話	基金會	電話
基隆分會	02-24231631	臺南分會	06-2285550
臺北分會	02-23225151	高雄分會	07-2693301
桃園分會	03-3346500	屏東分會	08-7516798
新竹分會	03-5259882	宜蘭分會	03-9653531
苗栗分會	037-368001	花蓮分會	03-8362884
臺中分會	04-23720091	臺東分會	089-361363
南投分會	049-2248110	澎湖分會	06-9279952
彰化分會	04-8375882	金門分會	082-375220
雲林分會	05-6364400	馬祖分會	0836-26881
嘉義分會	05-2763488		

## 陸、自我照顧與人身保護

- ◆ 危急時的求助管道及生活小提醒，提供身處異鄉的您，做好自我保護，讓您在臺生活平安無憂。

### 一、個人證件資料應保護妥善

貼心提醒您！個人證件資料應妥善保護，千萬不要輕易將私人資料提供給不認識的陌生人。

### 二、認識人身侵害

#### (一) 認識性侵害

1. 什麼是性侵害？
  - ◎ 性侵害不是性，而是暴力，是粗暴的侵害，是未經允許的性行為。
  - ◎ 簡單的說，任何沒有經過你同意，以強暴、脅迫、恐嚇、催眠術或其他違反您意願的方法而發生性行為者，都算是性侵害。
  - ◎ 另外，只要不是您願意讓他人碰觸或觸摸身體的任何部位，且碰觸程度達猥褻之行為者，也算性侵害。
2. 不幸遭受性侵害時，該怎麼辦？
  - ◎ 保持鎮定：不要刺激對方，也不要回打，設法讓他也冷靜下來，以免火上加油。
  - ◎ 保護自己：尤其是頭、臉、頸、胸、腹等主要身體部分。
  - ◎ 大聲呼救：大聲呼喊「失火了」（譯音），引起其他人注意。

- ◎ 快點避開：離開現場到一個安全的地方，找鄰居幫忙或到各地性侵害防治中心尋求協助。
- ◎ 去找警察：到警察局找警察處理，協助送醫或庇護中心。
- ◎ 牢記加害人各項特徵。
- ◎ 保持現場，不要移動或觸摸任何現場器物。
- ◎ 先換穿一件外套或大衣，不要換衣物。
- ◎ 不要清洗陰道以便採得施暴者毛髮、精液。
- ◎ 應該立即到醫療院所診療驗傷，以蒐集證據。

## (二) 認識性騷擾

### 1. 什麼是性騷擾？

- ◎ 係指性侵害犯罪以外，對他人實施違反其意願而與性或性別有關之行為，且有下列情形之一者：
  - (1) 以該他人順服或拒絕該行為，作為其獲得、喪失或減損與工作、教育、訓練、服務、計畫、活動有關權益之條件。
  - (2) 以展示或播送文字、圖畫、聲音、影像或其他物品之方式，或以歧視、侮辱之言行，或以他法，而有損害他人人格尊嚴，或造成使人心生畏怖、感受敵意或冒犯之情境，或不當影響其工作、教育、訓練、服務、計畫、活動或正常生活之進行（性騷擾防治法第二條）。

### 2. 不幸遭受性騷擾時，該怎麼辦？

當遭遇到性騷擾時，若採取消極的應對模式，如：隱忍不說、不予理會（如：假裝聽不見或聽不懂）、逃避（自請調職等）等，通常不會發生制止的效用，且可能讓騷擾者食髓知味。因此，若不幸遭遇到性騷擾，應採取下列的積極應對模式，以有效制止他人的性騷擾行為：

- ◎ 如果情況許可，可嘗試與行為人溝通：
  - 當面或透過書信，或雙方都信任的第三人，明確告知行為人你不舒服的感覺，要求對方立即停止該行為。
- ◎ 如果情況沒有改善，則應採取掌控情勢的策略：
  - (1) 將事發經過及對你的影響，告知你可信任之親友或同儕。
  - (2) 記錄性騷擾事件：詳盡紀錄事情發生的完整經過，你試圖阻止性騷擾的所有嘗試，你做了什麼抗拒／應對？若無，為什麼？，你的感覺如何？對你所產生的其它影響？列舉目擊者，描述目擊者的反應，詳細記錄每次事發時間、日期和地點，每次事件發生之後儘速寫下來，妥善保存你的紀錄。
  - (3) 搜證（如：對加害人錄音）
  - (4) 提出法律救濟：如：提起刑事訴訟、民事賠償、行政救濟（申訴或申請調解）

### (三) 發生人身侵害案件(包含：性侵害、性騷擾及人身傷害)緊急求助方式

如果您不幸遭受人身侵害時，為保障您在臺工作相關權益，您可向以下管道聯絡，尋求協助：

- ◎ 『113』婦幼保護專線



如您面臨性侵害人身安全的威脅時，請撥打『113婦幼保護諮詢專線』（24小時免付費服務），有英、越、泰、印、柬等五國語言通譯服務，提供您諮詢與求助。

全國婦幼保護專線113 → 提供外語服務請按0 → 英語服務請按1  
(24小時服務) 越語服務請按2  
泰語服務請按3  
印尼語服務請按4

- ◎ 各縣市外勞諮詢服務中心（如附表一）
- ◎ 勞委會職訓局免付費外勞申訴專線申訴（服務時間為8：00AM至17：00PM，如附表二），各縣市勞工主管單位與各縣市性侵害防治中心將充分合作，協助您在醫院驗傷，或至警察單位報案偵訊、出庭之翻譯、並為您安排緊急安置地點、協助轉換雇主，及協調處理勞資爭議等事宜。（英語：0800-885885；印尼語：0800-885958；泰語：0800-885995；越南語：0800-017858）

- ◎ 警察機關報案電話110

#### (四) 認識人口販運

##### 1. 什麼是人口販運？

「人口販運」，是指透過買賣或質押人口的方式，企圖達到性剝削、勞力剝削或摘取器官的目的，進而採取強暴、脅迫、恐嚇、監控、藥劑、催眠術、詐術、不當債務約束或其他強迫的方法，將被害人加以組織、招募、運送、轉運、藏匿、媒介、收容或使其隱蔽的行為。

如果您遭受到任何人有從事以下行為，即有疑似遭人口販運情形：

- ◎ 非法媒介外國人為他人工作，有就業服務法第45條規定情形者。
- ◎ 聘僱未經許可、許可失效或他人所申請聘僱之外國人，有就業服務法第57條第1款情形者。
- ◎ 以雇主名義聘僱外國人為他人工作，有就業服務法第57條第2款情形者。
- ◎ 指派所聘僱外國人從事許可以外之工作以及未經許可變更外國人工作場所，有就業服務法第57條第3款及第4款情形者。

##### 2. 不幸遭受人人口販運，該怎麼因應？

如果您不幸遭受人人口販運時，為保障您在臺相關權益，您可向各縣市外勞諮詢服務中心（如附表一）、勞委會職訓局免付費外勞申訴專線（如附表二），或桃園與高雄國際機場2處外勞服務站（如附表五）申訴，協助您在醫院驗傷，或至警察及移民署等單位報案偵訊，提供或轉介您出庭之翻譯，並為您安排緊急安置地點、協助轉換雇主，及協調處理勞資爭議等事宜。

## 柒、健康常識與生活小撇步

### <健康常識>

- ◆ 常見疾病的預防因應常識，將有助於您免除病痛，做好事前的健康保健，讓您在臺生活無往不利。



### 一、關於「嚴重急性呼吸道症候群」(SARS)

#### 1. 感染症狀：

主要症狀為發燒38度以上、乾咳、呼吸急促或、呼吸困難，並可能伴隨其他症狀，例如：頭痛、肌肉僵直、倦怠、意識紊亂、皮疹及腹瀉等，胸部X光檢查可發現肺部病變。

#### 2. 預防方式：

- (1) 養成良好的衛生習慣，尤其是勤洗手及打噴嚏或咳嗽要掩口鼻。
- (2) 保持經常量體溫及勤洗手之健康行為。
- (3) 保持居家環境衛生及空氣流通。
- (4) 避免到人群聚集或空氣不流通的地方。
- (5) 發燒>=38℃，應戴口罩就醫。
- (6) 發燒就醫時，應告知醫師相關旅遊史及接觸史。
- (7) 避免接觸或生食野生動物。

### 二、關於「禽流感」

#### 1. 感染症狀：

症狀會因感染之病毒型別而異。以目前較受注意之H5N1流感病毒來看，初期多有類流感症狀，如發燒（耳溫38℃以上）、喉嚨痛、咳嗽、肌肉酸痛、頭痛、全身倦怠等，部分患者有嘔吐、腹瀉和腹痛等症狀。患者可能在發病數天後，發生呼吸困難等下呼吸道症狀。

#### 2. 因應方式：

- (1) 返鄉時，應注意住家及鄰近地區是否有大量禽鳥死亡現象，如有該等現象，應避免接觸禽鳥類及其分泌物，如不小心碰觸，應馬上以肥皂洗手。
- (2) 食物最好熟食，最少需加熱至攝氏70度。
- (3) 勤洗手、養成良好個人衛生習慣。
- (4) 飲食均衡、適當休息及運動。
- (5) 返臺後，如發現有類流感症狀加上7天之相關接觸史，應戴口罩立即就醫。

### 三、關於「登革熱」

1. 感染症狀：發燒（38℃到40℃）或惡寒、皮膚出疹、四肢酸痛、頭痛、後眼窩痛、骨節關節或肌肉痛等症狀。

#### 2. 因應方式：

- (1) 清除居家內外積水容器。
- (2) 若置身登革熱流行的地區，請著長袖長褲，避免涼鞋。
- (3) 在皮膚裸露處塗抹（噴）衛生署核可之防蚊藥，並依照藥品說明使用。
- (4) 若有疑似登革熱症狀，應儘速就醫，發燒就醫時，應告知醫師相關旅遊史及接觸史。



#### 四、關於「愛滋病」防治

愛滋病毒是經由口腔、肛門、陰道等未採保險套防護性接觸或共用針具（如針頭、針筒）、稀釋液/容器等途徑感染，預防感染請避免一夜情、網路援交、嫖妓、參加搖頭派對及共用針具等高危行為。籲請您於每次性行為時全程正確使用保險套，是預防性病及愛滋病感染最經濟、有效又方便的方式。保險套可至各地衛生所購買，如有相關問題，請撥衛生署愛滋病免費諮詢專線0800-888995洽詢。

#### 五、關於「結核病」防治

結核病透過空氣中的飛沫傳染。痰檢查陽性的病人，傳染性最高。發病初期通常沒有症狀，疾病進展過程緩慢，等到病情逐漸加重之後，出現長期咳嗽、咳痰、無故疲倦、胃口不佳、體重減輕等症狀，嚴重的時候還會有午後潮熱、夜間盜汗，甚至於胸痛、咳血等現象。受到感染的人，終其一生，大約有10%的機會在個人免疫力減弱時，讓結核菌再度活化而發病。

「早期發現、規則治療」是防治結核病的不二法門，若發現自己咳嗽有痰超過三星期，一定要及早就醫，並可透過胸部X光及痰液檢驗，以便確認自己是否罹患結核病。治療結核病，必須遵照醫師指示規則服藥至少6個月以上。同時要定期返院檢查，不可認為症狀消失就可自行停止服藥，假如擅自停藥，會使病情更加重甚至引起抗藥性，最後將不容易治療。如果被診斷是傳染性肺結核，在開始治療的2星期內應住院。

#### 六、關於「燒、燙傷」

輕微的燒燙傷應先立即用冷水沖洗，再用冷敷或浸泡冷水，切記傷口的水泡不可弄破。若是嚴重的燒燙傷，請依「沖→脫→泡→蓋→送」步驟處理，以減輕傷口受損程度。

**沖**：在流動的冷水中沖洗約30分鐘。

**脫**：在冷水中慢慢將衣物脫去，記住勿將水泡弄破。

**泡**：在冷水中連續泡30分鐘，將餘熱完全除去。

**蓋**：用乾淨的床單或紗布、毛巾將傷口覆蓋。

**送**：儘速送醫治療。

#### 七、向毒品說不

1. 毒品濫用不僅有違法之虞，還會傷害您的身心健康，危害您的工作和生活，而且戒治不易，容易陷於精神恍惚、嚴重危急的境地，並且潛藏致命性，最後常以死亡收場，您絕不可貪一時之快持有或吸食毒品，或對新興毒品之第三級毒品K他命（Ketamine）、FM2、一粒眠（Nimetazepam）或第四級毒品安定（Diazepam）、蝴蝶片（Alprazolam）及其他鎮靜安眠劑掉以輕心。
2. 預防毒害六招：
  - (1) 保持生活作息正常。
  - (2) 絕對不好奇試用毒品。
  - (3) 建立正確情緒抒解方法。

- (4) 不靠藥物提神或減重。
  - (5) 遠離複雜場所。
  - (6) 不接受陌生人的飲料、香菸。
3. 行政院衛生署網站 (<http://doh.gov.tw>) 已公告符合指定藥癮戒治機構醫療院所名單，提供個案門診、急診、住院與出院後之追蹤與轉介等服務，另民間戒癮輔導團體或機構亦有提供戒毒諮詢、安置輔導及追蹤輔導。

## <生活小撇步>

◆ 專為隻身在外的您提供簡易的生活小妙招，讓惱人的居家問題輕鬆解決！

### 一、吐司去除污垢

外套只要是每天穿，又容易在衣領與袖口堆積污垢，可利用切得較厚的吐司麵包用力摩擦即可去除。

### 二、檸檬去渣大發現

茶壺、飲水機使用久了，常會卡一層白白厚厚的渣，只要將一顆檸檬，去籽、切半放入煮2至3小時，裡面的渣會漸漸變少，多試幾次，效果會更好。

### 三、用鹽去除毛巾異味

毛巾用久會有一股異味，但是如果用洗潔精清洗毛巾，反而會越洗越黏，其實只要放一些鹽在毛巾上輕輕搓洗，就可去除異味了。

### 四、衛生紙除臭方法

鞋櫃因空間密閉、濕氣較高，而衛生紙本身有非常細的纖維，將之放入鞋櫃中，能夠有效的吸附濕氣，這樣一來就不會有難聞的氣味了。

### 五、電話聽筒有異味

將未使用過的茶包(隨你喜愛得口味)，拔去吊線，置於電話聽筒的凹槽處，如此即可保持話筒的清新氣味！



## 捌、臺灣民俗節慶與著名景點推薦

### <民俗節慶介紹>

◆ 介紹臺灣最具代表的五大節慶，有助於您了解臺灣風俗民情，讓您早日適應在臺生活，將臺灣視為第二個家喔！

#### 一、春節（農曆1月1日~1月15日）

春節是臺灣人最重視的節慶，家家戶戶貼春聯、一家人會在「除夕夜」圍吃年夜飯，並且互贈紅包，說祝福的話，以象徵大吉大利、來年好運氣。

代表食菜：菜頭—代表『好彩頭』、魚—代表年年有餘、芥菜（長年菜）—象徵長壽、年糕—象徵步步高升

#### 二、元宵節（農曆1月15日）

元宵節的夜晚，處處可見人人手提燈籠外出遊玩，廟宇會展示特別的花燈，各地也會舉辦熱鬧的「燈會」活動。

代表食菜：元宵（湯圓）

#### 三、端午節（農曆5月5日）

住家門口會掛上菖蒲和艾草，並配帶香包，據說可保平安。中午12點整有“立蛋”的習俗，而各地也會舉辦“划龍舟”競賽活動，熱鬧非凡。

代表食菜：粽子

#### 四、中元節（農曆7月15日）

各地廟宇都會舉辦許多傳統盛大的祭典法會。家家戶戶皆準備極為豐盛的肉祭品，祭拜鬼神，祈求平安。

#### 五、中秋節（農曆8月15日）

當天晚上全家人要齊聚一起賞月、吃月餅及柚子，『吃月餅』意味著團圓美滿；『吃柚子』是代表受到月亮保佑的意思。

代表食菜：月餅、柚子

### <著名景點推薦>

◆ 臺灣是一座非常美麗的寶島，有「福爾摩沙」之美稱，推薦最具代表性的名勝景點，提供您休閒旅遊時的最佳選擇。

## 一、臺北淡水



談到“淡水”最著名的莫過於古樸老街、美食和夕陽景緻，「漁人碼頭」是觀賞夕陽的最佳場所，而「紅毛城」有別緻的歐式洋樓，都是您不可錯過的地方。

- ◎ 特色美食：魚丸、阿給、酸梅湯、魚酥、阿婆鐵蛋
- ◎ 交通運輸：搭乘捷運淡水線至淡水站

## 二、臺北陽明山

陽明山一年四季都有值得一遊的美景，有陽明山國家公園、大屯山、擎天崗、竹子湖等著名景點，其中以春天的“花季”和冬天的“溫泉”最受遊客青睞。

- ◎ 特色美食：野菜、土雞、山產
- ◎ 交通運輸：
  - (1) 臺北車站搭乘260公車
  - (2) 劍潭捷運站搭乘紅5公車



## 三、嘉義阿里山



阿里山最著名的就是日出與雲海美景，每年3月中旬至4月中旬的阿里山花季，滿山遍野的花海美景、落櫻繽紛，每年的此時都會吸引大批的觀光人潮。

- ◎ 特色美食：竹筍、愛玉子、高山茶、公婆餅、火車餅
- ◎ 交通運輸：
  1. 嘉義車站搭乘嘉義縣公車
  2. 嘉義北門車站搭乘阿里山小火車

## 四、臺南府城

臺南府城是臺灣的古都，擁有許多國家級古蹟，其中以孔廟、安平古堡、億載金城、赤崁樓等最享盛名，除了古蹟之外，臺南的小吃也是另一項特色，值得品嚐！

- ◎ 特色美食：擔仔麵、意麵、蝦捲、碗粿、棺材板、豆花、鼎邊銜
- ◎ 交通運輸：臺南火車站搭乘至各地公車



## 五、屏東墾丁



墾丁充滿著熱情的南島風情，是從事水上活動的最佳去處，每到夏季，吸引了很多外籍觀光客到此一遊，在炎炎夏日裡，歡迎您廣邀朋友一起來戲水消暑哦！

- ◎ 特色美食：鹿角菜、雨來菇、港口茶、芋頭粿、鴨肉冬粉
- ◎ 交通運輸：屏東車站搭乘屏東客運



## 六、臺東知本

知本位於臺灣東部，以世界級溫泉勝地著名，在這裡除了可以享受泡湯之樂，同時還有山巒、峽谷、瀑布等原始自然風貌。

- ◎ 特色美食：金針花、釋迦、洛神葵、菊花茶
- ◎ 交通運輸：
  1. 搭乘南迴鐵路至知本站
  2. 臺東市搭乘鼎東客運（山線）往知本



## 七、花蓮太魯閣



太魯閣以令人讚嘆的自然奇景最負盛名，位於中橫公路上的沿路風景秀麗，有燕子口、九曲洞、天祥、清水斷崖、長春祠、白楊步道等遊覽名勝，是個不遊可惜的旅遊景點，強力推薦給您。

- ◎ 特色美食：野菜、麻糬、山產、山蘇茶、芋心甘薯
- ◎ 交通運輸：花蓮火車站搭乘花蓮客運至天祥

## 玖、中文簡易生活用語教學

### ■ 你好 How are you ; Hello

（中文語）Ni\_How : 向人打招呼、問候的話。

### ■ 謝謝 Thanks

（中文語）Xie-Xie : 表達感謝、感激的意思。

### ■ 對不起 Sorry

（中文語）Dui\_Bu\_Chi : 對人表示抱歉的意思。

### ■ 我愛你 I love you

（中文語）Wo\_Ai\_Ni : 向人表達愛意、喜歡的意思。

### ■ 再見 Goodbye

（中文語）Zhai\_Jian : 道別時，希望以後再相見所用的話。

### ■ 多少錢 How much

（中文語）Duo\_Shao\_Chian : 詢問東西的價值時所用的話。

附表一：各地外勞諮詢服務中心一覽表

名稱	成立時間	專線電話	地址
臺北市外勞諮詢服務中心	84. 12. 14	Tel : 02-25502151 Fax : 02-25507024	臺北市大同區迪化街1段21號8樓
高雄市外勞諮詢服務中心	85. 04. 01	Tel : 07-8117543 Fax : 07-8117548	高雄市前鎮區鎮中路6號4樓
臺北縣外勞諮詢服務中心	86. 04. 01	Tel : 02-89659091 02-89651044 Fax : 02-89651058	臺北縣板橋市中山路1段161號7樓
桃園縣外勞諮詢服務中心	85. 04. 01	Tel : 03-3344087 03-3341728 03-3322101轉6812 Fax : 03-3341689	桃園市縣府路1號8樓
新竹市外勞諮詢服務中心	89. 10. 01	Tel : 03-5320674 Fax : 03-5319975	新竹市國華街69號5樓
新竹縣外勞諮詢服務中心	89. 10. 01	Tel : 03-5520648 Fax : 03-5520771	新竹縣竹北市光明六路10號3樓
苗栗縣外勞諮詢服務中心	87. 04. 01	Tel : 037-363260 037-370448 Fax : 037-363261	苗栗市國華路1121號
臺中市外勞諮詢服務中心	87. 05. 01	Tel : 04-22296049 Fax : 04-22296048 外勞諮詢服務專線： 0800-600088	臺中市自由路2段53號2樓
臺中縣外勞諮詢服務中心	87. 03. 01	Tel : 04-25240131 Fax : 04-25285514	臺中縣豐原市陽明街36號6樓
南投縣外勞諮詢服務中心	89. 01. 12	Tel : 049-2238670 Fax : 049-2238353	南投縣南投市中興路660號1樓
彰化縣外勞諮詢服務中心	85. 01. 31	Tel : 04-7297228 04-7297229 Fax : 04-7297230	彰化市中興路100號8樓
雲林縣外勞諮詢服務中心	86. 12. 01	Tel : 05-5338087 05-5338086 Fax : 05-5331080	雲林縣斗六市雲林路2段515號
嘉義縣外勞諮詢服務中心	87. 01. 01	Tel : 05-3621289 Fax : 05-3621097	嘉義縣大保市祥和新村祥和二路東段1號
嘉義市外勞諮詢服務中心	89. 08. 01	Tel : 05-2231920 Fax : 05-2228507	嘉義市中山路199號
臺南市外勞諮詢服務中心	88. 09. 01	Tel : 06-2951052 06-2991111 Fax : 06-2951053	臺南市永華路2段6號8樓
臺南縣外勞諮詢服務中心	86. 04. 01	Tel : 06-6326546 Fax : 06-6373465	臺南縣新營市民治路36號7樓
高雄縣外勞諮詢服務中心	85. 04. 07	Tel : 07-7338842 Fax : 07-7337924	高雄縣鳥松鄉大埤路117號
屏東縣外勞諮詢服務中心	88. 10. 01	Tel : 08-7510894 Fax : 08-7515390	屏東市自由路17號



外籍勞工在臺工作須知

名稱	成立時間	專線電話	地址
基隆市外勞諮詢服務中心	91.09.01	Tel: 02-24258624 02-24258624 Fax: 02-24226215	基隆市義一路1號
宜蘭縣外勞諮詢服務中心	88.10.01	Tel: 03-9254040 0800-339357 Fax: 03-9251092	宜蘭市縣政北路1號
花蓮縣外勞諮詢服務中心	86.10.23	Tel: 038-239007 038-220931 Fax: 038-237712	花蓮縣花蓮市府前路17號
臺東縣外勞諮詢服務中心	91.08.01	Tel: 089-328254 Fax: 089-359740	臺東市中山路276號
澎湖縣外勞諮詢服務中心	91.08.01	Tel: 06-9212680 Fax: 06-9217390	澎湖縣馬公市大賢街160號
金門縣外勞查察暨諮詢服務中心	91.12.14	Tel: 082-373291 Fax: 082-371514	金門縣金城鎮民生路60號
連江縣外勞查察暨諮詢服務中心	95.10.02	Tel: 0836-25022轉15 Fax: 0836-22209	連江縣南竿鄉介壽村76號

附表二：勞委會職訓局0800外勞申訴專線一覽表

語言別	申訴專線電話
英語	0800-885885
泰語	0800-885995
印尼語	0800-885958
越南語	0800-017858

附表三：外勞輸出國家駐臺機構

單位	地址	電話／傳真
馬尼拉經濟文化辦事處	臺北市中山區長春路176號11樓	Tel: 02-25081719 Fax: 02-25079805
泰國貿易經濟辦事處(勞工處)	臺北市信義路3段151號10樓	Tel: 02-25811979 Fax: 02-25818707
駐臺北印尼經濟貿易代表處	臺北市內湖區瑞光路550號6樓	Tel: 02-87526170 Fax: 02-87523706
駐臺北越南經濟文化辦事處(勞工組)	臺北市中山區臺北市松江路69巷3-1號	Tel: 02-25043477 Fax: 02-25041761

中英文版



單位	地址	電話/傳真
駐臺北烏蘭巴托貿易經濟代表處	臺北市基隆路一段333號11樓1112室 (國貿大樓)	Tel : 02-27229740 Fax : 02-27229745
馬來西亞友誼及貿易中心	臺北市敦化北路102號8樓	Tel : 02-27132626 Fax : 02-25149864

附表四：各區國稅局

名稱	地址	電話
臺北市國稅局	臺北市中華路一段2號	TEL : 02-23113711
臺灣省北區國稅局	桃園市復興路186號10-23F	TEL : 0800-000321 03-3396789
臺灣省中區國稅局	臺中市西區民生路168號	TEL : 0800-000321 04-23051111
臺灣省南區國稅局	臺南市富北街7號6-17F	TEL : 06-2223111
高雄市國稅局	高雄市苓雅區廣州一街148號	TEL : 07-7256600

附表五：臺灣國際航空站外勞服務站一覽表

航空站	電話	地址	傳真
桃園國際航空站	代表號03-398-9002 英語03-398-3976 泰語03-398-3975 印尼語03-398-3977 越南語03-398-3974	桃園縣大園鄉航站南路9號 C-0-278室	03-393-1469
高雄國際航空站	07-803-6804 07-803-6419	高雄市中山四路二號	07-803-9177

附表六：中央健保局各地分局一覽表

分局	地址	電話	傳真
臺北分局	臺北市公園路15-1號5樓	02-25232388	02-27025834
北區分局	桃園縣中壢市中山東路3段525號	03-433911	03-4381800
中區分局	臺中市西屯區市政北一路66號	04-22583988	04-22531242
南區分局	臺南市公園路96號	06-2245678	06-2244292
東區分局	花蓮市軒轅路36號	03-8332111	03-8332011
高屏分局	高雄市三民區80706九如二路157號	07-3233123	07-3159242

\* 健保免付費諮詢電話：0800-030-598



附表七：勞工委員會勞保局各地辦事處一覽表

辦事處別	地址	電話	傳真
臺北市 辦事處	臺北市中正區羅斯福路1段4號	02-2321-6884	02-23939264
			02-33933852
臺北縣	臺北縣板橋市文化路2段481號	02-8253-7515	02-22526399 02-82537518
基隆	基隆市中正區正義路40號	02-2426-7796	02-24270702 02-24278364
桃園	桃園縣桃園市縣府路26號	03-335-0003	03-3364329 03-3479036
新竹市	新竹市東區南大路42號	03-522-3436	03-5281438 03-5627491
新竹縣	新竹縣竹北市光明九路36之1號	03-551-4775	03-5514734 03-5583473
苗栗	苗栗縣苗栗市中山路131號	037-266-190	037-266650 037-277918
臺中市 辦事處	臺中市西屯區文心路2段111-66號	04-2255-2388	04-22552333 04-22550800
臺中縣	臺中縣豐原市成功路616號	04-2520-3707	04-25200984
南投	南投縣南投市芳美路391號	049-222-2954	049-2209109 049-2235624
彰化	彰化縣彰化市公園路1段239號	04-725-6881	04-7259293 04-7270857
雲林	雲林縣斗六市興華街7號	05-532-1787	05-5331738 05-5372439
嘉義	嘉義市東區大業街2號	05-222-3301	05-2221013 05-2253944
臺南市	臺南市中西區運河南街5號	06-222-5324	06-2110355 06-2225611
臺南縣	臺南縣新營市民治東路31號	06-635-3443	06-6333017 06-6335831
高雄市辦 事處	高雄市苓雅區中正一路304號	07-727-5115	07-7275338 07-7275337
高雄縣	高雄縣鳳山市復興街6號	07-746-2500	07-7462519 07-7464318
屏東	屏東縣屏東市廣東路552號之1	08-737-7027	08-7350343 08-7364584
宜蘭	宜蘭縣宜蘭市農權路3段6號	03-932-2331	039-329551 039-355807
花蓮	花蓮縣花蓮市富吉路43號	03-857-2256	038-465746 038-564446

辦事處別	地址	電話	傳真
臺東	臺東縣臺東市更生路292號	089-318-416	089-333478 089-356003
澎湖	澎湖縣馬公市三民路36號	06-927-2505	06-9279320
金門	金門縣金城鎮環島北路69號	082-325-017	082-328119
馬祖	馬祖南竿鄉介壽村中正路47-4號	0836-22467	0836-22872

附表八：內政部入出國及移民署服務站電話地址一覽表

編號	單位	地址	電話	傳真
1	基隆市服務站	基隆市義一路18號11樓(A棟)	02-24281775	02-24285251
2	臺北市服務站	臺北市中正區廣州街15號	02-23899983	02-23310594
3	臺北縣服務站	臺北縣板橋市民族路168號	02-89647960	02-89647208
4	桃園縣服務站	桃園縣桃園市縣府路106號1樓	03-3310409	03-3314811
5	新竹市服務站	新竹市中華路3段12號1、2樓	03-5243517	03-5245109
6	新竹縣服務站	新竹縣竹北市三民路133號1樓	03-5514590	03-5519452
7	苗栗縣服務站	苗栗縣苗栗市中正路1291巷8號	037-322350	037-321093
8	臺中市服務站	臺中市南屯區干城街91號1樓	04-22549981	04-22545662
9	臺中縣服務站	臺中縣豐原市中山路280號	04-25269777	04-25268551
10	彰化縣服務站	彰化縣員林鎮和平街18號	04-8349614	04-8349106
11	南投縣服務站	南投縣南投市文昌街87號1樓	049-2200065	049-2247874
12	雲林縣服務站	雲林縣斗六市府前街38號1樓	05-5345971	05-5346142
13	嘉義市服務站	嘉義市西區中興路353號11樓	05-2313274	05-2311297
14	嘉義縣服務站	嘉義縣朴子市祥和2路西段6號1樓	05-3623763	05-3621731
15	臺南市服務站	臺南市府前路2段370號	06-2937641	06-2935775
16	臺南縣服務站	臺南縣善化鎮中山路353號1樓	06-5817404	06-5818924
17	高雄市服務站	高雄市前金區成功1路436號1、7樓	07-2821400	07-2153890
18	高雄縣服務站	高雄縣岡山镇岡山路115號	07-6212143	07-6236334
19	屏東縣服務站	屏東市自立路185號	08-7216665	08-7214264
20	宜蘭縣服務站	宜蘭縣羅東鎮倉前路45號1樓	03-9575448	03-9574949
21	花蓮縣服務站	花蓮縣花蓮市民樂三街38號	038-235503	038-223034
22	臺東縣服務站	臺東縣臺東市長沙街59號	089-361631	089-347103
23	澎湖縣服務站	澎湖縣馬公市新生路177號1樓	06-9267150	06-9264545
24	金門縣服務站	金門縣金城鎮西海路1段5號2樓	082-323701	082-323641
25	連江縣服務站	連江縣(馬祖)南竿鄉福沃村135號2樓	0836-23738	0836-23740



附表九：內政部入出國及移民署專勤隊電話地址一覽表

編號	單位	地址	電話	傳真
1	第一大隊 大隊部	臺北縣板橋市三民路2段37號5樓	02-29611356 02-29616840	02-29612817
2	臺北市專勤隊	臺北市廣州街15號	02-23889393 轉5035	02-23892644
3	臺北縣專勤隊	臺北縣板橋市三民路2段37號5樓	02-29611360	02-29612817
4	基隆市專勤隊	基隆市義七路9巷2號	02-24287172	02-24284718
5	新竹市專勤隊	新竹市松嶺路122號	03-5254336	03-5258542
6	新竹縣專勤隊	新竹縣竹北市三民路133號2樓	03-5512377轉6	03-5515084
7	苗栗縣專勤隊	苗栗縣苗栗市中正路1297巷5號	037-379045	037-379052
8	桃園縣專勤隊	桃園縣桃園市縣府路106號B1	03-3357628	03-3358429
9	宜蘭縣專勤隊	宜蘭縣羅東鎮倉前路45號2樓	03-9577661	03-9575592
10	花蓮縣專勤隊	花蓮縣花蓮市港口路35號	03-8223363	038-223477
11	臺東縣專勤隊	臺東縣臺東市長沙街59號	089-342095	089-342874
12	澎湖縣專勤隊	澎湖縣馬公市新生路177號	06-9263556	06-9261850
13	金門專勤隊 及收容所	金門縣金城鎮西海路1段5號3樓	082-375772	082-373226
14	連江專勤隊 及收容所	連江縣南竿鄉仁愛村1-5號	0836-22945	0836-22962
15	第二大隊 大隊部	臺中市復興路1段439號3樓	04-22608377	04-22602972
16	臺中市專勤隊	臺中市復興鎮1段439號3樓	04-22601579	04-22601579
17	臺中縣專勤隊	臺中縣豐原市中山路278號1、2樓	04-25260405	04-25264442
18	南投縣專勤隊	南投縣南投市文昌街87號2、3樓	049-2246810	049-2246841
19	彰化縣專勤隊	彰化縣員林鎮和平街18號2、3樓	04-8344419	04-8340913
20	雲林縣專勤隊	雲林縣斗六市府前街38號3樓	05-5346119	05-5346143
21	嘉義市專勤隊	嘉義市西區中興路353號10樓	05-2313609	05-2313705
22	嘉義縣專勤隊	嘉義縣朴子市祥和2路西段6號2樓	05-3625162	05-3621441
23	臺南市專勤隊	臺南市西門路1段701號6樓	06-2219459	06-2211249
24	臺南縣專勤隊	臺南縣善化鎮中山路353號2樓	06-5813019	06-5816328
25	高雄市專勤隊	高雄市新興區六合一路113號	07-2367524	07-2360446
26	高雄縣專勤隊	高雄縣岡山鎮岡山路115號2、3樓	07-6236347	07-6236347
27	屏東縣專勤隊	屏東縣屏東市自立路184號	08-7210894	08-7216498

附表十：行政院勞工委員會職業訓練局

委託辦理「製播外勞業務中、外語廣播節目」頻道表

語言別	廠商	節目名稱	頻道
國語 節目	臺灣廣播公司	外勞交流道	1. 新竹電臺 AM-1206千赫 (首播週日 16:00-17:00) 2. 臺北二臺 AM-1188千赫 (重播週日 17:00-18:00) 3. 臺中電臺AM-774千赫 (重播週日 17:00-18:00) 4. 臺北一臺AM-1323千赫 (重播週五 07:00-08:00)
	全景社區廣播 電臺	家有外勞	首播每週六 12:00-13:00播出 重播每週六 19:00-20:00播出 1. 全景電臺FM89.3 2. 臺中望春風電臺 FM89.5 3. 嘉義嘉樂電臺 FM92.3 4. 高雄快樂電臺 FM97.5 5. 花蓮歡樂電臺FM98.3
英語 節目	臺灣廣播公司	開心假日菲律賓	1. 臺北一臺AM-1323千赫 (首播週日 18:00-19:00) 2. 大溪臺AM-621千赫 (首播週日 18:00-19:00) 3. 新竹臺AM-1206千赫 (重播週日 19:00-20:00)
	中央廣播電臺	Hello, Formosa	每週四19時至20時首播 每週日18時至19時重播 AM747 (kHz)/402 (m) AM927 (kHz)/324 (m)
越南語 節目	臺灣廣播公司	客自越南來	1. 臺北一臺AM-1323千赫、新竹臺 AM1206千赫 (首播週日 13:00-14:00) 2. 大溪臺AM-621千赫 (重播週日 20:00-21:00) 3. 臺北二臺AM-1188千赫 (重播 18:00-19:00) 4. 關西臺AM-1170千赫 (重播週日 20:00-21:00) 5. 網路收聽網址： www.taiwanradio.com.tw



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語言別	廠商	節目名稱	頻道
越南語 節目	中央廣播電臺	越南朋友在臺灣	1. 每週六21時至22時SW1206kHz向中部播出。 2. 每週六22時至23時 輔大之聲FM88.5對北部重播。 3. 漢聲電臺週一至週三5時5分至6時30分 週四、五13時至14時，週六、日 7時至8時，地區及頻道如下： 調頻FM
越南語 節目			<p>北部：106.5mHz      中部：104.5mHz            嘉南：101.3mHz      高屏：107.3mHz            花蓮：104.5mHz      玉里：107.3mHz            臺東：105.3mHz            調幅AM            臺北：684kHz, 1116kHz            桃園：693kHz, 936 kHz            臺中：1287kHz      雲林：1089kHz            臺南：693kHz      宜蘭：1116kHz            花蓮：1359kHz      高屏：1251kHz            左營：1332kHz      澎湖：1269kHz</p> <p>4. 警廣全國長青網，每週一至週三 14時至15時 臺北：AM1260      新竹高雄：AM1116 臺中：AM702      宜蘭花蓮：AM990 臺東：AM1125</p>
	臺北勞工 教育廣播電臺	寶島瀾江情	<p>1. 臺北勞工教育電臺FM91.3 (首播每週日 7:00-8:00，重播每週日22:00-23:00) 2. 鄉音廣播電臺FM89.5 (每週日7:00-8:00播出) 3. 關懷廣播電臺FM91.1 (每週日22:00-23:00播出) 4. 網路播出：<a href="http://www.workfm.org.tw">http://www.workfm.org.tw</a> (首播每週日7:00-8:00，重播每週日 22:00-23:00)</p>
印尼 語節目	臺灣廣播公司	臺北直飛雅加達	<p>1. 臺北一臺AM-1323千赫 (首播週日17:00-18:00) 2. 大溪臺AM-621千赫 (首播週日17:00-18:00) 3. 新竹臺AM-1206千赫 (首播週日17:00-18:00) 4. 臺北一臺AM-1323千赫 (重播週六7:00-8:00) 5. 網路收聽網址：<a href="http://www.taowanradio.com.tw">www.taowanradio.com.tw</a></p>

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語言別	廠商	節目名稱	頻道
印尼語節目	中央廣播電臺	印尼人在臺灣	<ol style="list-style-type: none"> <li>每週一、四、日20時至21時首播 南部：927kHz 全國：FM106.5</li> <li>每週日20時至21時輔大之聲FM88.5對北部播出。</li> <li>漢聲電臺週一至週三13時至14時，週四、五5時5分至6時30分，週六、日6時至7時，地區及頻道如下： 調頻FM 北部：106.5mHz 中部：104.5mHz 嘉南：101.3mHz 高屏：107.3mHz 花蓮：104.5mHz 玉里：107.3mHz 臺東：105.3mHz</li> </ol>
印尼語節目			<p>調幅AM</p> <p>臺北：684kHz, 1116kHz 桃園：693kHz, 936 kHz 臺中：1287kHz 雲林：1089kHz 臺南：693kHz 宜蘭：1116kHz 花蓮：1359kHz 高屏：1251kHz 左營：1332kHz 澎湖：1269kHz</p> <ol style="list-style-type: none"> <li>警廣全國長青網，每週四至週六14時至15時 臺北：AM1260 新竹高雄：AM1116 臺中：AM702 宜蘭花蓮：AM990 臺東：AM1125</li> <li>每週日19時至20時雲嘉南臺FM93.3播出。</li> <li>每週一至週五20時至20時10分AM1494及週日14時5分至15時FM101.7教育電臺播出國臺語教學單元。</li> </ol>
泰語節目	臺灣廣播公司  中央廣播電臺	湄南河畔  你好，沙哇迪叻	<ol style="list-style-type: none"> <li>臺北一臺AM-1323千赫 (首播週日7:00-8:00)</li> <li>大溪臺AM-621千赫 (首播週日7:00-8:00)</li> <li>新竹臺AM-1206千赫 (重播週日8:00-9:00)</li> <li>每週三、五、六22時至23時首播 次日7時至8時重播 南部AM927 (kHz) /402 (m) 中部AM747 (kHz) /402 (m)</li> <li>每週日8時至9時高雄廣播電臺FM94.3 及AM1089對南臺灣播出</li> <li>每週日21時至22時 輔大之聲FM88.5對北部播出</li> <li>每週日20時至21時 雲嘉南臺FM93.3對南部播出</li> </ol>



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