

Approval Authority: DGBAS, Executive Yuan.  
Approved File No.: 1040400305  
Validity: Up to August, 2017  
Periodicity: Monthly.

Directorate-General of Budget, Accounting and Statistics, Executive Yuan

Employees' Earnings Report Form

For Whole & retail trade, Accommodation & food services, Information & communication, Real estate, Professional, scientific & technical services, Support services, Human health services, Art, entertainment & recreation, and Other services.

Main Operating Item:

Name of Contact:

Telephone Number:

Fax Number:

City/County CodeBusiness Type CodeSample Code

Unified Business Number

Reporting Period (mm/yyyy):

7/2016

Item		Number of employees at the end of this month (Person)		Total working hours correspond to previous number of employees (Hour)		Total gross monthly earnings correspond to previous number of employees (NT\$)			Number of Accessions			Number of Separations			
		Regular employees	Temporary employees	Regular working hours	Overtime working hours	Regular earnings	Overtime pay	Other irregular earnings (incl. seasoning bonus, employee bonus, deviation of salary modification)	Newly hired	Recall	Others	Quit	Layoff (incl. paid layoff)	Retirement (incl. benefited retirement)	Others
Total (70)															
Supervisory & technical employees (Chief, supervisor, professional, engineer, technician, etc.)	(11) Male														1. Off-work days: (to one place decimal, half day = 0.5 day) Supervisory & technical employees off-work days: _____ days per person (working days: _____ days per person) Nonsupervisory employees off-work days: _____ days per person (working days: _____ days per person) (Off-work days include weekend, national holidays, employee vocations and company leisure days)
	(12) Female														
Nonsupervisory employees (Associate professional, clerical support worker, services & sales worker, operator, laborer, etc.)	(21) Male														2. Working hours per person per day: (to one place decimal) Supervisory & technical employees: _____ hours per day Nonsupervisory employees: _____ hours per day 3. Number of employees: _____ (at the end of last month) Total regular earnings : _____ (at the end of last month)
	(22) Female														

88

Mark ( V ) in proper answers of questions stated below:

1.Comparing of the operating status with previous month: (single choice)

1

Better

2

Unchanged

3

Worse

4

Termination of business

2.The adjustment of regular earnings for this month: (multiple choices)

1

Raise for supervisory & technical employees

2

Raise for non-supervisory employees

3

Pay cut for supervisory & technical employees

4

Pay cut for non-supervisory employees

5

None

❖The reasons for raise regular earnings in this month were (multiple choices)

1

profit or performance

2

years of service (wage rate adjustment)

3

end of trial period

4

government policy

5

Others

3.The payment of irregular earnings for this month: (multiple choices)

1

Annual (seasoning) bonus or personal bonus

2

Employees bonus

3

Irregular working (efficiency) bonus

4

Others

5

None

Note: 1. Other irregular earnings include working (production, efficiency, resulting) bonus, Dragon Boat Festival, Chinese Moon Festival or year-end bonus, employee bonus (cash and stocks), non-resting bonus and compensation of deviation of salary modification), etc.  
2. Please explain your data if the figures vary significantly from last month:

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Main Operating Item:  
Name of Contact:  
Telephone Number:  
Fax Number:

Name of Establishment:  
Actual Business Address:  
Reporting Period (mm/yyyy):

City/County Code	Business Type Code	Sample Code

Unified Business Number

99

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