

DECISION

**On the policy of delegating staff and lecturers for doctoral training
and the compensation for training expenses**

RECTOR OF FPT UNIVERSITY

Pursuant to the Decision N° 208/2006/QĐ-TTg dated September 8, 2006, issued by the Prime Minister of Government on the establishment of the FPT University;

Pursuant to the Regulation on organization and operation of FPT University promulgated under the Decision N° 240/QĐ-ĐHFPT dated March 5th, 2020 of the Chairman of the FPT University's Council;

At the request of the Head of Human Resources Department.

DECIDES:

Article 1. Implementing the policy for staff and lecturers delegated to doctoral training as follows:

1.1. Policy:

Total financial aids for staff and lecturers delegated to doctoral training: maximum 200 million VND. Specifically, the following items are included:

1.11 Salary: Receive 40% of the salary stated in the labor contract and receive remuneration from the work performed during the training period (if any).

1.1.2 Officers and lecturers are entitled to participate in compulsory insurance during the training period.

1.2 Time for the supports: based on the actual training time but not exceeding 03 years.

1.3 Time required to work after training is completed equal to the time specified in Clause 1.2 of this Article.

Article 2. Compensation for training expenses:

2.1 Training costs:

Training costs are the entire amount paid by the University to staff and lecturers, including:

- Salary during the training period (excluding remuneration for jobs performed during the training period (if any))

- Compulsory insurance deductions for staff and lecturers during the time they are sent for training (excluding deductions for payment of compulsory insurance for staff and lecturers during the time they are sent for training but still participate in teaching on an average monthly basis in a semester at least equal to the number of hours of the basic norm for lecturers or perform work corresponding to 50% of the planned monthly salary for other subjects).

2.2 Staff and lecturers delegated to training must compensate for training costs if:

2.2.1 If staff and lecturers who voluntarily quits job or unilaterally terminates the contract.

2.2.2 If staff and lecturers have not returned to work after completing the training, they voluntarily quit their jobs or unilaterally terminate the contract or do not renew the contract with the University.

2.2.3 If staff and lecturers, after completing the training, return to work but have not finished the time specified in Clause 1.3, Article I, voluntarily quit their jobs or unilaterally terminate the contract or do not renew the contract with the University.

2.3. How to calculate compensation costs:

2.3.1 Subjects under sections 2.2.1 and 2.2.2: must compensate 1.5 times the training cost.

2.3.2. Subjects under section 2.2.3: must compensate 1.5 times the training cost corresponding to the time of not working as committed.

Article 3. This Decision takes effect from the date of signing and replaces the Decision N^o. 1292/ QĐ-ĐHFPT dated January 28th, 2017 of the Rector of FPT University on the policy of deligating staff and lecturers to training, and compensation for training costs. Staff and lecturers who are sent to training before the effective date of this Decision will continue to comply with Decision N^o. 1292/ QĐ-ĐHFPT dated January 28th, 2017 or the signed agreement.

Article 4. Directors of Campuses, Heads of Science Management and International Affairs Office, Directors of Regional FE Offices, Regional Chief Accountants, Regional Heads of Human Resources, Heads of Departments/Section and related individuals responsible for implementing this Decision.

Recipients:

- As Article 4;
- Archives: Office, Human Resources

RECTOR
FPT UNIVERSITY
Nguyen Khac Thanh
(Signed and sealed)