

Implementation Rules of Shenzhen Institute of Advanced Technology, Chinese Academy of Sciences of Special Research Assistant System

Article 1 To further strengthen the construction of a mobile team of young scientific and technological talents, in accordance with the spirit of the *Implementation Measures of Chinese Academy of Sciences of Special Research Assistant System* (KFR ZI [2019] No. 24), and in combination with the actual situation of the Shenzhen Institute of Advanced Technology, Chinese Academy of Sciences (SIAT), these Implementation Rules are hereby formulated.

Article 2 Special research assistants refer to non-professional and technical personnel with doctoral degrees who have established employment relations with SIAT and are engaged in scientific research, including postdoctoral personnel (excluding in-service post-doctoral researcher) approved by the National Postdoctoral Management Committee.

Article 3 The special research assistant system is led by the Department of Human Resources, the Department of Education is responsible for the daily management of post-doctoral researcher, and the relevant departments and offices undertake the corresponding administration & service functions within their responsibilities.

Article 4 The institute is responsible for the coordination and management of special research assistants in the department. The research center is specifically responsible for the introduction and employment of special research assistants in the department, defining the assessment tasks during the employment period and implementing performance appraisal.

Article 5 The institute will increase the scale of special research assistant talent team construction, incorporate post-doctoral researcher into the management of special research assistants, and implement the recruitment and post management of relevant talents in accordance with relevant management regulations. Other non-permanent staff who are engaged in scientific research and have a doctoral degree

shall generally be included in the management of special research assistants; and those who choose not to be included in the management of special research assistants shall apply to the research unit and report to the Department of Human Resources for the record.

The scientific research personnel of the engineering technology series who are included in the special research assistant can apply for the transfer to the natural science research series after the end of the employment period.

Article 6 Various research institutes shall regularly summarize the list of special research assistants newly included in the department and submit it to the Department of Human Resources for review, and publicize it after approval.

Article 7 In case of no objection to the publicity, the assistants shall be formally incorporated into the management of special research assistants. SIAT will sign employment contracts with special research assistants for a period of three years. Among them, the employment period of post-doctoral researcher is generally 2 years, and the employment period can be extended to the departure time with the consent of the cooperative supervisor, but not more than 4 years. When reviewing the employment contract, the research unit shall clarify the rights and obligations with the special research assistant. After the expiration of the first term of employment, both parties may renew the employment for another term upon consensus.

Article 8 After the special research assistant is formally incorporated, the Department of Human Resources adjusts the personnel category and maintains the follow-up information of the relevant personnel through the ARP system.

Article 9 In principle, the scientific research personnel of the natural science research series should have special research assistant experience for not less than one employment period when they are included in the career establishment.

Article 10 In case of any of the following circumstances, the employment period of the special research assistant shall be terminated:

1. Both parties fail to reach a renewal agreement after the end of the employment period of the special research assistant;
2. Those who have not been promoted to the deputy senior title after two terms of employment of the special research assistant;
3. The special research assistant leaves the post, withdraws from the station, or is dismissed or withdrawn during the employment period;
4. Those who have performed well during the employment period and have been promoted to the title of deputy senior or above shall be reported to the Chinese Academy of Sciences for examination and filing and then incorporated into the career establishment.

Article 11 According to the relevant regulations on the salary management of SIAT, a competitive broadband salary system is implemented to the special research assistants, and the salary quota is determined by the research unit according to the subject direction, the undertaking of scientific research tasks and the assessment situation. When determining the salary, the average comprehensive income of post-doctoral researcher should be fully considered, which should be equivalent to the average salary level of deputy senior professional and technical personnel in the unit.

Article 12 The assessment of special research assistants shall be included in the annual performance appraisal in accordance with the requirements of the *Assessment Management Measures of Shenzhen Institute of Advanced Technology, Chinese Academy of Sciences* (SYRJ ZI [2014] No. 23). The assessment results shall be used as the basis for adjusting the position of special research assistant, adjusting the salary and renewing the contract.

Article 13 Special research assistants may apply for promotion of professional titles during the period of employment, which shall be implemented in accordance with the relevant regulations on promotion of professional titles in the institute.

Article 14 In accordance with the notification requirements of the higher authorities, the institute organizes the selection of outstanding talents from qualified candidates for special research assistants every year to support the special research assistant project. Candidates can receive RMB 600,000 per person from Chinese Academy of Sciences and RMB 200,000 per person from SIAT.

Article 15 The post-subsidy funds for special research assistants are used for the cost expenditure of special research assistants in the institute.

Article 16 According to the relevant spirit of the Shenzhen Institute of Advanced Technology, Chinese Academy of Sciences 3H project and the requirements of the *Management Measures of Shenzhen Institute of Advanced Technology, Chinese Academy of Sciences Housing Allocation for Talents* (SYR ZI [2018] No. 108), special research assistants who comply with relevant regulations can enjoy affordable housing or housing rental subsidies.

Article 17 Personnel who have already worked in the institute and are eligible to be included in the special research assistant will be included in the management of the special research assistant from March 20, 2019 to ensure their relevant treatment. The term of employment of the Special Research Assistant shall be subject to the current employment contract or work agreement, and may be renewed once upon expiration.

Article 18 Special research assistants who meet the requirements of the "100-person plan" project declaration of Chinese Academy of Sciences may declare the 100-person plan project in accordance with relevant regulations.

Article 19 These Rules shall enter into force as of the date of issuance, and the Department of Human Resources shall be responsible for the interpretation.