

26 Nov 2018

CONFIDENTIAL

Zhang Zhisong
Associate Professor, College of Education
Huaibei Normal University

Dear A/Prof Zhang,

VISITING RESEARCH SCIENTIST

On behalf of the University, I am very pleased to convey to you an offer of appointment as a Visiting Research Scientist in the Biomedical Institute for Global Health Research & Technology (BIGHEART).

The appointment will be tenable for a period of one (1) year and will take effect from the date on which you assume duty, which should be on **01 Mar 2019**, subject to any change in the commencement date. The effective date is conditional upon approval by the NUS Institutional Review Board for the research project titled 'Functional Neuroimaging Study of Relaxation' and your completion of all pre-employment formalities.

The appointment will be on an honorary basis, with no remuneration involved. Leave, medical and other benefits will not be provided. The other terms and conditions applicable to you under this appointment are specified in the Annex.

We hope you will accept this offer and look forward to receiving the Acceptance Form and other forms (enclosed) duly completed by you by **30 Nov 2018**, failing which this offer shall be deemed to have lapsed. Meanwhile, if you have any questions regarding the nature or the terms of the appointment, please contact me.

The National University of Singapore offers a stimulating environment in which we believe you can develop professionally and make valuable contribution. We look forward to your joining NUS.

Yours sincerely,



Chwee Teck Lim
NUS Society (NUSS) Professor
Acting Director, Biomedical Institute for Global Health Research & Technology (BIGHEART)
National University Singapore

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Company Registration No: 200604346E

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cc Vice President (Human Resources) (Attention: Ms Donna Ho)
Senior Director, Office of Financial Services (Attention: Ms Irene Lee Ai Leng)

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1. TERMINATION OF APPOINTMENT

- 1.1 The University may terminate the appointment by giving you not less than one (1) month's prior notice in writing. You may resign from the service of the University by giving the University prior notice in writing of one (1) month.
- 1.2 The University may terminate a faculty member's appointment, without notice and without payment of any compensation should the faculty member -
 - 1.2.1 be charged with or convicted by a court of law of any crime which in the opinion of the University is likely to bring the University into disrepute; or
 - 1.2.2 in the opinion of the University, be guilty of insobriety or misconduct or gross impropriety; or
 - 1.2.3 fail to perform duties and obligations or observe any of the terms and conditions of his/her appointment; or
 - 1.2.4 have his/her Employment Pass withdrawn or if an application for the renewal or extension is refused by the relevant authority; or
 - 1.2.5 be certified to be unfit to continue to be in the service of the University by a Medical Board appointed by the University.
- 1.3 You shall be responsible for any repatriation and other costs associated with your departure from Singapore upon termination of your appointment.

2. OTHER TERMS

- 2.1 This appointment is a full-time appointment and you are expected to serve the University exclusively and personally attend to all duties required of the appointment. Other paid work may be permitted provided it does not interfere with University duties, and is subject to rules and regulations governing staff undertaking consultation/outside work which include the attached Conflict of Interest Policy, Consultation Work Scheme and Rules on Acceptance of Non-executive Directorships and Executive Directorships/ Managerial positions.
- 2.2 Confidential information which may have been acquired during the course of employment with the University shall not, during or after the termination of appointment, be used or disclosed to any third party other than for and in the course of normal University duties.
- 2.3 The University may effect interdepartmental transfers of faculty members as it deems appropriate.
- 2.4 The terms of your appointment will be reviewed and revised if you acquire Singapore Permanent Residence or Singapore Citizenship. Please notify the University immediately on acquiring such status.

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- 2.5 You shall be bound by and conform with all policies, rules and regulations affecting University staff, as may be in force from time to time including, but not limited to,
- (a) policies, rules and regulations contained in the Staff Handbook, which is on the University's website at <https://staffportal.nus.edu.sg/staffportal/portal/hr-and-benefits.html> and accessible upon assumption of duty;
 - (b) the University's rules on intellectual property, as set out in the attached Policies relating to University Intellectual Property (NUS IP Policy 010109);
 - (c) the NUS Code of Conduct as attached; and
 - (d) the NUS Personal Data Notice for Staff as attached.
- 2.6 The terms of this appointment shall be subject to the governance and constitutional documents of the University and the provisions of all statutes, regulations, policies, procedures, rules and applicable legislation as may be in force from time to time.
- 2.7 This contract shall be governed and construed in accordance with the laws of Singapore and each party agrees to submit to the non-exclusive jurisdiction of the Singapore courts.
- 2.8 Any dispute or claim arising out of this appointment or its terms shall be referred to and finally settled by arbitration in Singapore in the English language, pursuant to the Rules of the Singapore International Arbitration Centre by which both parties agree to be bound.

3. CONDITION

The appointment is conditional upon –

- 3.1 the Ministry of Manpower granting you a work pass.

Foreigners (aged 15 and above) who have obtained in-principle approval of their work pass applications for stays of 6 months or more may be required to undergo a medical examination. The Ministry will notify you whether a medical examination is necessary when they grant you in-principle approval for a work pass.

If necessary, please undergo a medical examination by a registered doctor and have the report completed in the format to be provided to you when the outcome of the work pass application is known. The University will reimburse you the cost of your medical examination, upon your presentation of original receipts. The cost of medical examinations incurred by your dependants (if any) will have to be borne by you.

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4. ACCEPTANCE

If you accept the offer of appointment, please complete and return the following:

- Acceptance Form
- Conflict of Interest Ad-hoc Declaration Form

Notes for information:

For information on your income tax liability, please access the website of the Inland Revenue Authority of Singapore (<http://www.iras.gov.sg>).

*¹Information on schooling in Singapore can be obtained from the following websites
<http://www.contactsingapore.sg>*