**Contingency Plan**

緊急應變計畫

Date 日期 :

 I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, company owner/authorized representative, wish to convey the following designated contingency plan related to the recruitment of Filipino workers who shall be employed under the sponsorship of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of Company). This plan covers remedial measures that should apply in the event of any contingency (i.e., Natural Calamity, Man-made Disaster / War).

 我，\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_，公司負責人/被授權人，\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(公司名稱)聘雇菲律賓移工，會確實遵循所擬定的緊急應變計畫並提供相關協助。此項計畫涵蓋任何緊急狀況時的補救措施（天然災害、人為災難/ 戰爭）。

 In the course of any impending contingency, we shall strive our best to repatriate the employee/s to their point of origin the soonest time possible via safe course travel.

 於緊急狀況即將發生的期間，我們會盡其所能以最快速度將人員平安的撤回原地。

 If repatriation measure is not possible as prompted by prevailing circumstances that may occur, I shall provide continuous support to the employee (Food, Medical, Clothing and Safe Shelter) and constant communication with the update of their living condition.

 若是撤離措施無法及時應付當前狀況，我會持續提供員工所需的支援（食物、醫療、衣物及避難所），並持續追蹤其生活狀態。

 I shall provide a personal accident insurance from the reputable insurance company in Taiwan in favor of the employee that will cover benefits for their beneficiaries during their employment.

 我應提供臺灣聲譽良好的保險公司之個人意外險給員工，以保障於聘僱期間時其受益人權益。

 Likewise, we pledge to give the employee a reasonable and justified treatment for their well-being in accordance with the job order我們亦保證提供公平合理的福利給員工以符合此工作需求。

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