

## Information and Regulations for

### NON-THAI Staff Members

#### 5. Rights and Benefits

##### 5.1 Days off

5.1.1 The member is entitled to 10 days off for holidays or business leave per fiscal year. The remaining days can be accumulated in the next years but cannot exceed 22 days in total. Taking days off during the first six months of the contract is not allowed.

5.1.2 The member is entitled to 15 days off for sick leave per fiscal year. In case of a sick leave of 5 days or more in a row, an official medical certificate has to be presented to the Unit.

##### 5.2 Bonus

If the member works until the last day specified in the contract, they will be awarded a bonus of payment worth one time the last salary they have received.

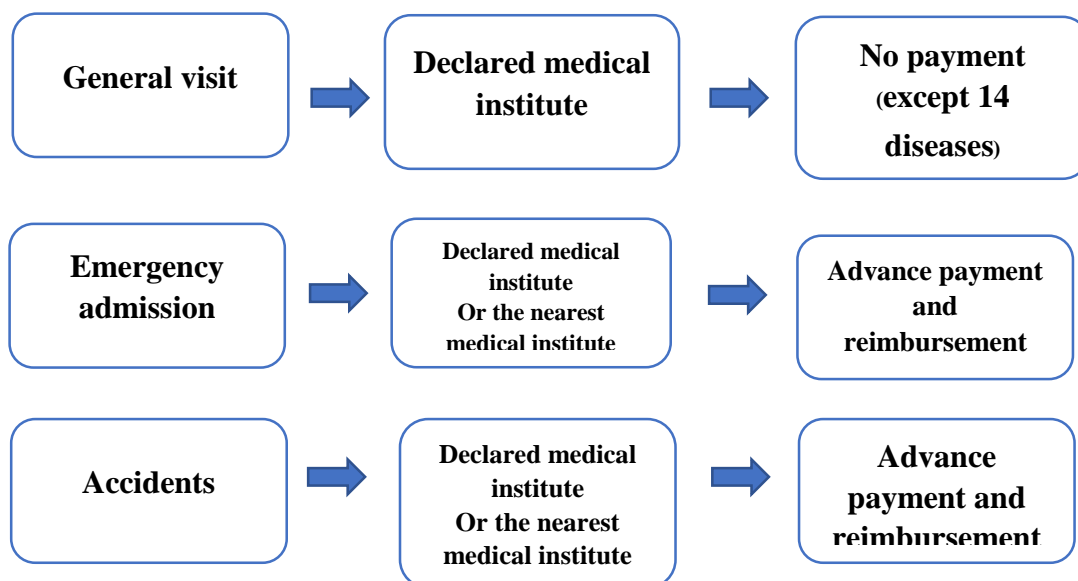
##### 5.3 Social welfare

Only after the member has registered themselves with the Social Security Office can they obtain the following benefits, each of which has details as given below.

###### 5.3.1 Medical service

Condition : The member must have made payments of at least 3 months to the Social Security Office.

Benefits : There are different types of service as shown in the following diagram.



To sum up, no payment is required when receiving service from the declared medical institute. However, the place elsewhere requires the member of advance payment. Then the member can make reimbursements at the Faculty of Liberal Arts. The details for reimbursement are as follows:

- For a **public** medical institute, the member can receive the full cost they have paid to the provider, except, in case of being an inpatient, costs for room and meals that can be reimbursed no more than 700 baht a day.
- For a **private** medical institute, if the member is an outpatient, the reimbursement can be made at no more than 1,000 baht. In case of being an inpatient, reimbursement can be made up to 2,000 baht a day for a normal admission, up to 4,500 baht for an ICU admission, and up to 8,000- 16,000 for an operation depending on the time covered. Costs for room and meals can be reimbursed no more than 700 baht a day.
- **Dental service costs** can be reimbursed only when paid at one of medical institutes registered with the Social Security Office (see the list at the website of the Social Security Office). Reimbursements can be made up to 900 baht per year.

#### 5.3.2 Childbirth benefit

Condition : The member must have made payments of at least 15 months to the Social Security Office.

Benefits : Each childbirth receives 13,000 baht. For the female member, a payment worth half the salary will be given during her maternal leave as long as 90 days (only for the first and second childbirths). Note that this benefit can be claimed by only one of the couple if both are Social Security members.

#### 5.3.3 Child rearing benefit

Condition : The member must have made payments of at least 12 months to the Social Security Office.

Benefits : A monthly payment of 400 baht is given to the member starting from the birth of the child until their 6 years old of age (only for up to 3 children).

#### 5.3.4 Disability benefit

Condition : The member must have made payments of at least 3 months to the

Social Security Office.

Benefits : In case of a severe disability, the member will receive a compensation worth 50 percent of the salary until death. Other types of disability will receive a compensation according to the conditions set by the Social Security Office.

: In case of receiving medical service from a public hospital, the entire medical costs will be covered by the Social Security Office. As for a private hospital, the member will receive up to 2,000 baht per month as an outpatient and up to 4,000 baht per month as an inpatient. Besides, the member will receive up to 500 baht per month for travel costs and medical fees.

: The member is entitled to the Old Age pension if the member is approved of being disabled.

: If the disabled member has deceased, the funeral undertaker is entitled to a funeral aid worth 40,000 baht and a death benefit payment. The latter of which will be worth two times the salary if the member has paid to the Social Security Office for 3 – 10 years, and six times the salary if having paid more than 10 years.

#### 5.3.5 Death benefit

Condition : The member must have made payments of at least 1 month to the Social Security Office.

Benefits : The funeral undertaker is entitled to an aid worth 40,000 baht.

The beneficiary specified in the cover of the Social Security Office will receive the death benefit payment. If no beneficiary is stated, the payment will belong to parents, spouse, and/or children on equal amounts. The death benefit payment will be worth two times the salary if the member has paid to the Social Security Office for 36 – 120 months, and six times the salary if having paid more than 120 months.

: The beneficiary can claim the member's Old Age pension at the Social Security Office within 2 years of the member's death (see details of the Old Age Pension).

#### 5.4 Annual health check-up provided by the Faculty of Liberal Arts

5.5 The member has to pay tax by themselves every year. The Unit may assist them to do so if requested.