

## REGULATIONS ON ASSESSMENT OF WORKERS

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Article 1 The present Regulations are formulated to assess workers' ideological and political achievements as well as performances in production and work, determine their real technical and professional levels, bring into play their initiative in productive labour and in studying politics and technical know-how, and raise the quality of the contingent of workers in an all-round way, so as to meet the needs of the socialist modernization in our country.

Article 2 The present Regulations are applicable to enterprises and institutions owned by the whole people and State organs.

Article 3 The State enforces the system of assessment of workers. The assessment of workers should be combined with their employment, and their remunerations and other benefits should be determined in accordance with relevant regulations of the State.

Article 4 The assessment of workers should proceed from the actual situation, under overall planning, following strict criteria and guaranteeing the quality.

Article 5 The assessment of workers are divided into recruitment examination, examination for becoming regular workers and determining their grades at the end of the period of probation, examination before taking up a post and in expectation of a transfer, examination at the present grade, examination for promotion, and appraisal to see if they qualify for the post of technician or senior technician (here-in-after referred to as technician).

Article 6 New workers, including graduates of technical schools, vocational schools and senior vocational schools as well as students who have completed their studies in vocational training centres and vocational training courses, recruited from the society by enterprises, institutions and State organs must go through the recruitment examinations by the workers' assessment organization before the best candidates are chosen.

Article 7 When apprentices (trainees) completed their studies and workers fulfilled their period of probation, they must go through examinations to determine their grades before becoming regular workers. After they pass the examinations and receive corresponding Certificates of Technical Grade or Certificates of Qualification to Take up Posts or Work Certificates for Special Personnel, then they can work independently at production or work posts and their remunerations will be decided according to their political and ideological achievements and their performances in production or work and their technical competence in accordance with the wage-scales contained in the relevant regulations of the State. Those who failed in the examinations are allowed to take part in made-up examinations later. Those who failed again in the make-up examinations should have their labour contracts terminated or be transferred to other jobs. Those who excel in every way during their apprenticeship or probational period can participate in examinations for becoming regular workers and for the determination of their grades ahead of schedule.

Article 8 When workers change their types of work, are transferred to new posts or operate new and advanced equipment, they should go through technical and vocational training and pass examinations for their posts and before a transfer for taking up new posts. When workers, who have left their original posts for more than one year to operate precision and rare equipment or to engage in a

special kind of work, return to their former posts, they should be given a certain period of time to be familiar again with their work, and after that they must pass technical and vocational examinations before they are allowed to take up their posts, and their technical grades will be determined once again according to the results of examinations.

Article 9 According to their production or business activities or the needs of their work, the enterprises, institutions and State organs should regularly carry out technical and vocational examinations at the present grades for workers of their own units. Those who failed in the examinations should be allowed to take part in make-up examinations. For those who failed again in the make-up examinations, their technical grades should be lowered or they be transferred to other posts and their technical grades, wages and other benefits be determined once again.

Article 10 After passing the examinations at the present grades, workers may apply for examinations for a promotion, which is generally held once every two to three years. With the recommendation of their teams and groups and the approval of workers' assessment organizations, those who have made special contributions can apply for taking part in examinations for a promotion or in examinations for being promoted more than one grade. Those who have passed the examinations will be granted corresponding certificates of Technical Grades, which will serve as a basis for job assignment and the readjustment of wages.

Article 11 Outstanding senior skilled worker may apply to take part in appraisals to see if they qualify for the post of technician according to relevant regulations of the State, Technicians who have made outstanding contributions may apply to take part in appraisals to see if they qualify for the post of senior technician according to relevant regulations of the State. After passing these appraisals, they will be granted corresponding Certificates of Qualified Technicians as evidence of their competence.

### CHAPTER III SUBJECTS OF EXAMINATION

Article 12 The subjects of examination consists of ideological and political achievements, performances in production or work and technical and vocational levels.

Article 13 The assessment of workers' ideological and political achievements mainly includes respect of the Constitution, law and State policies as well as the rules and regulations of their own units and good professional ethics and a fine attitude towards labour.

Article 14 The assessment of workers' performance in production and work mainly consists of the quantity and quality in fulfilling production tasks, their capability in solving technical and vocational problems in production and work, their willingness in passing on skills and experience to others as well as their record in safe production.

Article 15 The appraisal of workers' technical and vocational levels mainly consists of the examination of their knowledge of technical and vocational theories and their operational competence in accordance with the current Standards of Technical Grades or Norms of Workposts.

The appraisal for worker-technicians to see if they qualify for the post should be carried out in accordance with relevant regulations.

Article 16 The assessment of workers' ideological and political achievements should be carried out regularly on the basis of strengthening the daily activities of teams and groups.

The examination of workers' performance in production and work may be carried out regularly on the basis of strengthening the daily activities of teams and groups and by following clear criteria in giving marks for continuity in good results both quantitatively and qualitatively.

Article 17 The appraisal of workers' knowledge of technical and vocational theories shall be carried out mainly in written form and the examination of their operational competence may be conducted in batches and by stages in combination with production or work or be organized specially by selecting typical workpieces or work. A system of granting one hundred marks to the best worker is used in the appraisal of technical and vocational levels, with 60 marks given to those who just passed the examination.

Article 18 When a worker succeeded in all three fields of ideological and political achievements, performances in production and work as well as technical and vocational levels, it means he has passed the examinations.

## CHAPTER V ORGANIZATION AND ADMINISTRATION OF EXAMINATIONS

Article 19 The assessment of workers in the whole country is managed in a comprehensive way by the Ministry of Labour, which is also responsible for formulation related regulations and providing guidance and coordination.

Article 20 The departments of labour administration of various provinces, autonomous regions, municipalities and cities listed separately in State planning as well as the organs of labour and wages of relevant departments of the State Council shall work out the methods of implementation and be respectively responsible for managing in a comprehensive way the work of workers' assessment in their own areas and departments.

Article 21 The departments of labour administration of various provinces, autonomous regions, municipalities and cities listed separately in State planning, together with the competent departments of the industries concerned in their own areas, and the labour and wage organs of the relevant departments of the State Council, together with the relevant professional organs of their own departments shall set up respectively workers' appraisal committees to be responsible for the assessment and examination of workers in their own areas and departments.

Article 22 Enterprises and institutions or the competent departments of enterprises should, in accordance with the actual conditions, set up examination organizations for different specialized professions (types of work) to be responsible for detailed work of examination. At least two thirds of the members of examination organs of different specialized professions and types of work should be composed of technical personnel, technicians and senior skilled workers.

Article 23 In units subordinate to the local government, the Certificates of Qualification for Technicians are approved and issued by the departments of labour administration of provinces, autonomous regions, municipalities and cities listed separately in State planning, while in units subordinate to different departments of the State Council, they are approved and issued by the labour and wage organs of their competent departments.

In units subordinate to the local government, the method of approving and issuing Certificates of Technical Grades is determined by the departments of labour administration of provinces, autonomous regions, municipalities and cities listed separately in State planning, while in units subordinate to the departments of the State Council, the method is determined by the labour and wage organs of their competent departments.

The method of approving and issuing the Certificates of Qualification for Posts inside the enterprise is determined by enterprises themselves, but if there are unified regulations drawn up by the competent departments of enterprises, they should be handled according to the unified regulations.

Article 24 The Certificate of Qualification for Technician is prepared and printed in a unified way by the Ministry of Labour.

The form of the Certificate of Technical Grades is decided on uniformly by the Ministry of Labour.

As to the form of the Certificate of Qualification for Post, if it has been determined by the competent departments, it should be handled according to the decision; otherwise, it should be handled by the enterprises themselves.

The form of the Certificate for Special Operators including their preparation and printing, as well as the method of approving and issuing them should be handled according to the relevant regulations of State.

Article 25 When enterprises, institutions and State organs in recruiting new workers violate the stipulations of Article 6 of the present Regulations, the local labour departments shall not provide the facilities to confirm their recruitment.

Article 26 If members of the assessment organizations at all levels and their working staff in the enterprises, institutions and State organs cheat and carry out malpractices in the course of examination and appraisal of the workers, those directly responsible shall be given administrative punishment by units in which they work or by competent higher departments according to the seriousness of their case and the powers of personnel management.

Article 27 In case of liberal issuance of the Certificate of Qualification of Technicians, Certificate of Technical Grades and Operational Certificate of Special Operating Personnel in violation of the methods and regulations of approving and issuing them, the certificates already issued shall be declared null and void. In addition, those responsible shall be given administrative punishment by the competent higher departments or by the supervisory organs according to the seriousness of the case. Those who made illicit gains by liberally issuing the certificates should be deprived of their illicit earnings and be fined a sum not exceeding 5 times their gains. Those who committed crimes shall be prosecuted according to law for his or her criminal liability.

Article 28 The assessment of workers in collective and private enterprises and institutions shall be carried out in the light of the present Regulations.

Article 29 The funds needed for the assessment of workers shall be stipulated separately by the Ministry of Finance together with the Ministry of Labour.

Article 30 The Ministry of Labour shall be responsible for the interpretation of the present Regulations.

Article 31 Detailed rules may be drawn up by the Ministry of Labour in light of the present Regulations.

Article 32 The present Regulations shall come into force upon issuance while the Provisional Regulations on the Technical Appraisal of Workers (implemented on a trial basis) issued by the former Ministry of Labour

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