

Orientation for IAER Faculty Members

Time: Tuesday, Oct. 20, 2020

Venue: IAER Conference Room (I-206)

Agenda

13:30-15:30 Rules for Reimbursement and Purchase (Chinese with necessary translation)

Speakers: Ms. Yao ZHANG, Vice Director of Finance Office, DUFE

Ms. Mingxin LENG, Section Chief of Finance Office, DUFE

15:30-15:40 Break

15:40-16:40 Rules for Visiting Abroad (English)

Speakers: Mr. Zhou XU, Associate Section Chief of International Cooperation
Office, DUFE

Ms. Yafei GUO, staff of International Cooperation Office, DUFE

Participants: Huibin CHANG, Anpeng LI, Yiu Lim LUI, Jun Yi PENG ZHOU, Jin SOHN,
Jinjing TIAN, Xuanye WANG, Wanyu YANG, Cuiling ZHANG, Xin ZOU.

Tips: There is Q&A time after each session. Prepare questions to ask, please.