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| 紀錄編號. / NO | |  | | | 填表日期. / Date. | | | | |  | | |
| **單位**  **Unit** |  | | | | **申請人**  **Applicant** | | | |  | | | |
| **調閱期間**  **Period** | 自  For | |  | 年  Year | |  | 月  Month | | | |  | 日  Date |
| 至  to | |  | 年  Year | |  | 月  Month | | | |  | 日  Date |
| **借調資料清單 / The Documents List** | | | | | | | | | | | | |
| **資料欄位名稱Data field name** | | | | | | | | **機密等級Level of confidentiality** | | | | |
|  | | | | | | | |  | | | | |
| **調閱原因 / Reason** | | | | | | | | | | | | |
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| **權責單位審核 / Authorization** |
| □同意－Agree □不同意－Not Agree |
| □申請調閱資料無法由現行系統產生，請資訊發展處協助轉出資料。  Due to the outcome that Information Data not able to be generated by the existing system , please help in transferring. |

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| 單位  Unit | | 資料權責單位  Data Owner | | | | | 資訊發展處  Office of Information and Communication Technology | | | | |
| 申請人  Applicant  單位主管  Unit Chief | | 業務承辦  Administrator  權責主管  Unit Director | | | | | 業務承辦  Administrator  權責主管  Unit Director | | | 資訊長  Dean of OICT | |
| 文件提供日期  Provide date |  | | 年  Year |  | 月  Month |  | | 日  Date | 經辦人  Person in charge | |  |
| 轉出資料註記  Notes |  | | | | | | | | | | |
| 其他備註  The other notes |  | | | | | | | | | | |