



# 臺灣屏東地方檢察署檔案應用服務簡介

## The Archive Review Application Service

### Taiwan Pingtung District Prosecutor's Office



#### 一、檔案應用服務說明 The Archive Review Application Service

檔案是政府機關依法執行公務過程中所產生的各項紀錄，它見證了時代的變遷與進展，是了解國家發展的重要資料，也是政府資訊公開重要的一環。

檔案法自民國 91 年 1 月 1 日起開始施行以來，已賦予人民具有申請應用檔案之權利，本署為便利民眾或機關團體申請檔案應用閱覽，依行政程序法第 46 條、政府資訊公開法、檔案法第 17~21 條暨機關檔案管理作業手冊第 21 章規定，訂定本署「檔案開放須知」；另依檔案法第 18 條第 2 項規定「檔案為有關犯罪資料者受理機關得拒絕申請」，故針對刑事案件檔案特設置「刑事檔案應用申請書」，以與一般檔案申請應用區別，民眾或機關團體得依本署檔案開放須知申請應用本署檔案。

Archives are records generated during the processes when the government officials enforce the law. These records not only witness the change and progress of an age, but also provide important information to understand the development of a nation.

The implementation of The Archives Act on January 1, 2002 gives people the right to access government files. In order to facilitate the public to use and review the government archives, Taiwan Pingtung District Prosecutor's Office stipulated the "Archive Review Regulation" in accordance with Article 46 of Administrative Procedure Act, The Freedom of Government Information Law, Article 17~21 of Archives Act and Chapter 21 of Operations Manual on National Archives Management. Based on the regulation of Item 2, Article 18 of Archives Act, which states that "The government agency can deny the application of archive review concerning criminal information," the Prosecutor's Office devises application form for criminal cases to distinguish from ordinary archive review application. The public can apply for archive review following these aforementioned regulations.



## 二、檔案類型 Categories of Archives

本署保管檔案概分為行政檔案、訴訟檔案二類，其中訴訟檔案包含刑事案件偵查、審理及執行訴訟案卷、檢察官書類原本、相驗屍體證明書及訴訟相關簿冊等，並以訴訟檔案為本署主要核心，約佔 95%。另依檔案媒體型式，可分為紙本檔案、電子媒體檔案、書籍類檔案等。

The archives kept at the Prosecutor's Office include administration and litigation files. The litigation files, which account for 95% of the total archives, include the records of criminal investigations, judgment, execution, autopsy reports, and other related documents. These files can be accessed in paper or digital form.



## 三、檔案應用申請 Archive Review Application

本署一樓「為民服務中心」設有「檔案應用申請處」，備有「申請檔案應用指南」摺頁、「檔案應用申請書」、電腦查詢「機關檔案目錄查詢網」及老花眼鏡等，提供民眾申請應用檔案；本署第二辦公室設有「檔案應用閱覽處所」，供民眾閱覽檔案及影印；另本署全球資訊網「檔案應用專區」亦提供檔案應用相關資訊，歡迎民眾多加使用。

The archive application center is on the 1<sup>st</sup> floor of the Prosecutor's Office, which provides archive application guideline, archive application form, archive computerized database, and courtesy glasses. The reading room on the 2<sup>nd</sup> floor provides space for the public to review and photocopy the archive. For further information, please log on to our website <http://www.ptc.moj.gov.tw/mp022.html> and find "Archive Review Application."

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-- Taiwan Pingtung District Prosecutor's Office cares about you--

