**申請日期： 　 年 　 月　 日**

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| 管理/主管  機關代碼 | |  | |  | |  |  | |  |  |  | |  | |  |  | |  | |  | |  |  |  |  |  |  |
| 公文電子交換　管理機關  或  新申請交換用戶之主管機關印信 | |  | | | | | | | | | | | | | | | | | | | | | | | | |  |
| 申請機關代碼 | |  | |  | |  |  | |  |  |  | |  | |  |  | |  | |  | |  |  |  |  |  |  |
| 申請機關名稱 | |  | | | | | | | | | | | | | | | | | | | | | | | | |  |
| 聯絡人姓名 | |  | | | | | | | | | | 聯絡人電話 | | | | |  | | | | | | | | | |  |
| 聯絡人E-mail | |  | | | | | | | | | | | | | | | | | | | | | | | | |  |
| 憑證資料 | | 憑證卡類別 | | | | | |  GCA  XCA | | | | | | | 憑證卡號 | | | |  | | | | | | | |  |
| 憑證卡用途 | | | | | |  收發合一 　發文憑證 　  收文憑證 | | | | | | | | | | | | | | | | | | |  |
| 連線交換主機之IP | | 外部IP： . . . | | | | | | | | | | | | | | | | | | | | | | | | |  |
| ※說明：   1. 連線之交換中心請參照所屬主管機關隸屬之交換中心，並將本申請單提交該交換中心承辦人員用印。 2. 組織及團體(XCA)之新交換用戶，機關代碼請填寫XC+統編8碼共10碼。 3. 依據公文電子交換系統資訊安全管理規範第五點，終端層主機應專機專用並採用固定IP位址(以國內IP為原則)，因特殊理由未能遵行者，應採取必要的監管措施，並提報上級主管機關備查。固定IP管控措施請洽所屬主管機關隸屬交換中心承辦人員或公文G2B2C客服中心。 | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| 申請機關印信 |  | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| **以下由公文G2B2C資訊服務中心客服人員填寫** | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 使用之系統別(單選) | | | | |  jAgent WebjAgent | | | | | | | | | | | | | | | | | | | | | |
| 所屬之連線中心代碼 | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| 公文廠商名稱 | | | | |  | | | | | | | | | | | | | | | | | | | | | |
| 處 理 情 形 說 明： | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 國家發展委員會  檔案管理局審核 | | |  | | | | | | | | | | | 處理日期 | | | | | | |  | | | | | |
| 公文中心審核 | | |  | | | | | | | | | | | 中心處理人員 | | | | | | |  | | | | | |

※填寫完成後請傳真或E-mail公文G2B2C資訊服務中心：

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