

國立成功大學配借宿舍申請修繕辦法

Regulations on the Application for Repair of an Allotted or Rented Dormitory in National Cheng Kung University

中華民國八十一年十月二日

October 2, 1992

八十一學年度第一次總務會議通過

Passed at the First Office of General Affairs Meeting in the 1992–1993 academic year

114年01月08日113學年第1學期總務會議修正通過

Amended and approved at the Office of General Affairs Meeting in the first semester,

2024 academic year on January 8, 2025

114年03月19日校長核定

Approved by the President on March 19, 2025

第一條 凡本校教職員工配借宿舍（含單身與有眷），擬向學校申請有關各項修繕時，均依本辦法之規定辦理。

Article 1 When faculty and staff are allotted or rent a dormitory (including single and married persons) from National Cheng Kung University and would like to request various repairs from the university, they should follow these regulations.

第二條 各種宿舍之修繕均需填具申請書送總務處（營繕組），依左列原則辦理：

Article 2 For various dormitory repairs, an applicant must complete an application form and send it to the Construction and Maintenance Division of the Office of General Affairs according to the following principles.

(一)普通眷舍：經勘估須僱工修理部份，原則上僅補助下列三類修繕（但自行加建之部份不予補助）：

I. General residential buildings[Luchi1] : if after examination, the Office of General Affairs[Luchi2] determines that it is necessary to outsource the repair work, the university in principle will only subsidize the following three types of repairs (except for those parts constructed by the resident):

1、屋頂漏水（補漏、換瓦）。

i. Leaking roof (fixing the leak or replacing roofing material; e.g., tiles or shingles).

2、樑柱、地板或電梯有安全顧慮者。

ii. Columns, beams, floors, or an elevator with safety concerns.ii. Columns, beams, floors, or an elevator with safety concerns.

3、共同管線之水管破裂。

iii. Broken common water pipes.

(二)學人與主管臨時眷舍：由總務處勘估後，會同有關單位審核，視需要與經費情況決定修繕與否。

II. Faculty and supervisor temporary residential building: After examination by the Office of General Affairs together with a review from relevant units, it will be determined on the basis of need and budget whether to provide the repair work.

(三)單身宿舍之各項修繕，均須由宿舍自治委員會提出申請，經勘估後，視需要與經費情形決定修繕與否。

III. All repairs of single-occupancy dormitories must be proposed by the autonomous dormitory committee. After examination, it will be determined on the basis of need and budget whether to provide the repair work.

第三條 總務處得視需要在經費許可情況下，報請校長核定後，進行各項修繕，不受本辦法第二條之限制。

Article 3 If the budget allows, the Office of General Affairs may receive approval from the president and conduct various repairs, regardless of the restrictions of Article 2 of this regulation.

第四條 各項修繕申請，以累積修繕補助較少者優先，此項統計由八十一學年度起算。

Article 4 Repair applications with the least accumulated repair subsidies are prioritized. The accumulation is counted from the 1992–1993 academic year.

第五條 總務處應每年定期公佈宿舍修繕之辦理情形。

Article 5 The Office of General Affairs should announce the dormitory repair situation regularly each year.

第六條 本辦法經本校宿舍配借及管理委員會通過，校長核定後施行，修正時亦同。

Article 6 The Regulations shall be passed by the Faculty and Staff Dormitory Assignment, Lending, and Management Committee, submitted to the President of NCKU for approval, and then implemented. The same shall apply to all subsequent amendments.