

附表

The diagram shows a file folder with a height of 31 公分 and a width of 23 公分. The folder has a tab on the right side. Inside the folder is a table with the following structure:

| (全銜)檔案附件袋  |  |
|------------|--|
| 檔號         |  |
| 收文日期文號     |  |
| 發文日期文號     |  |
| 事由         |  |
| 媒體型式<br>數量 |  |
| 備註         |  |

厚度二至五公分視實際需要定製