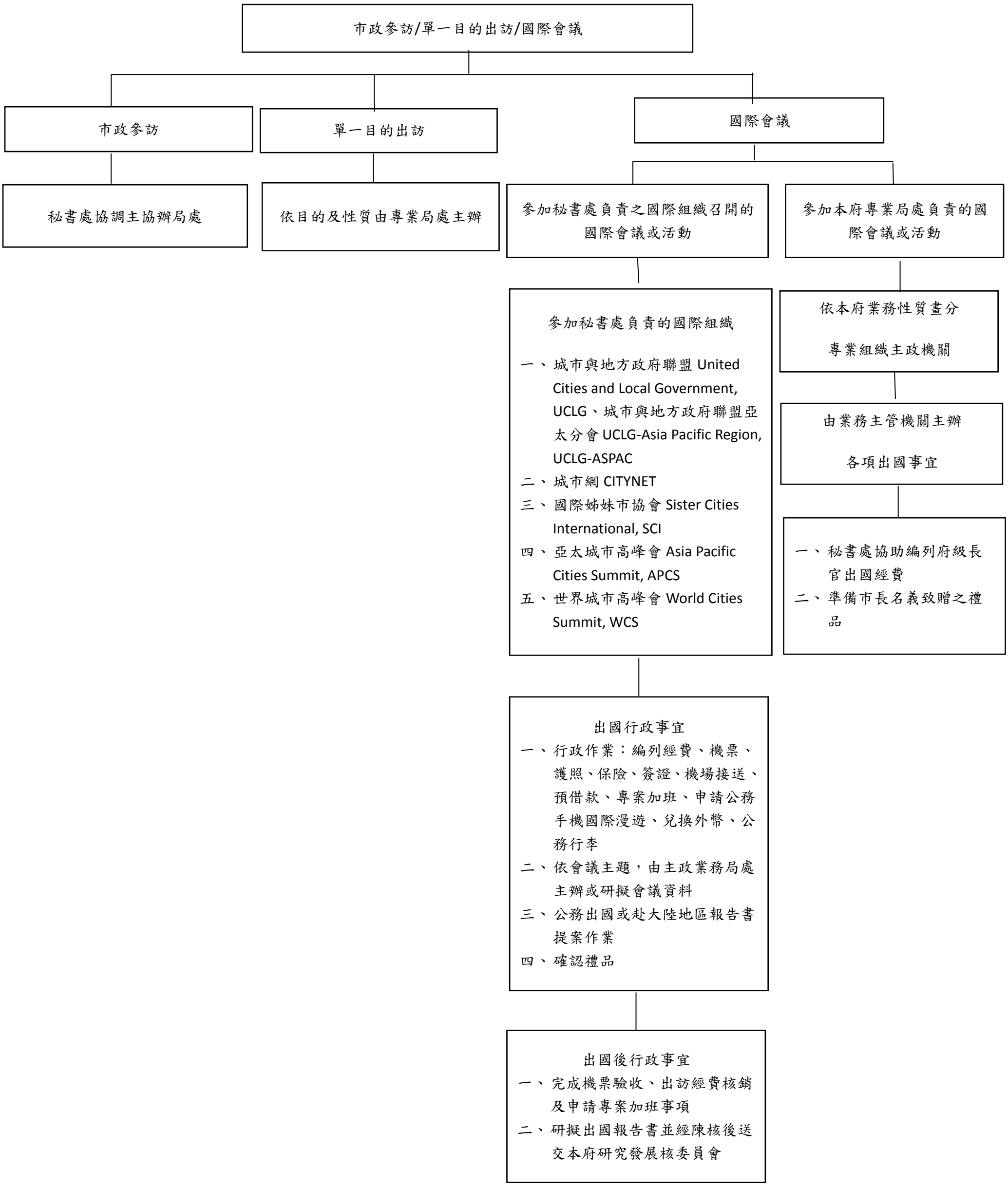臺北市政府府級長官奉派代表市長出國案作業流程圖