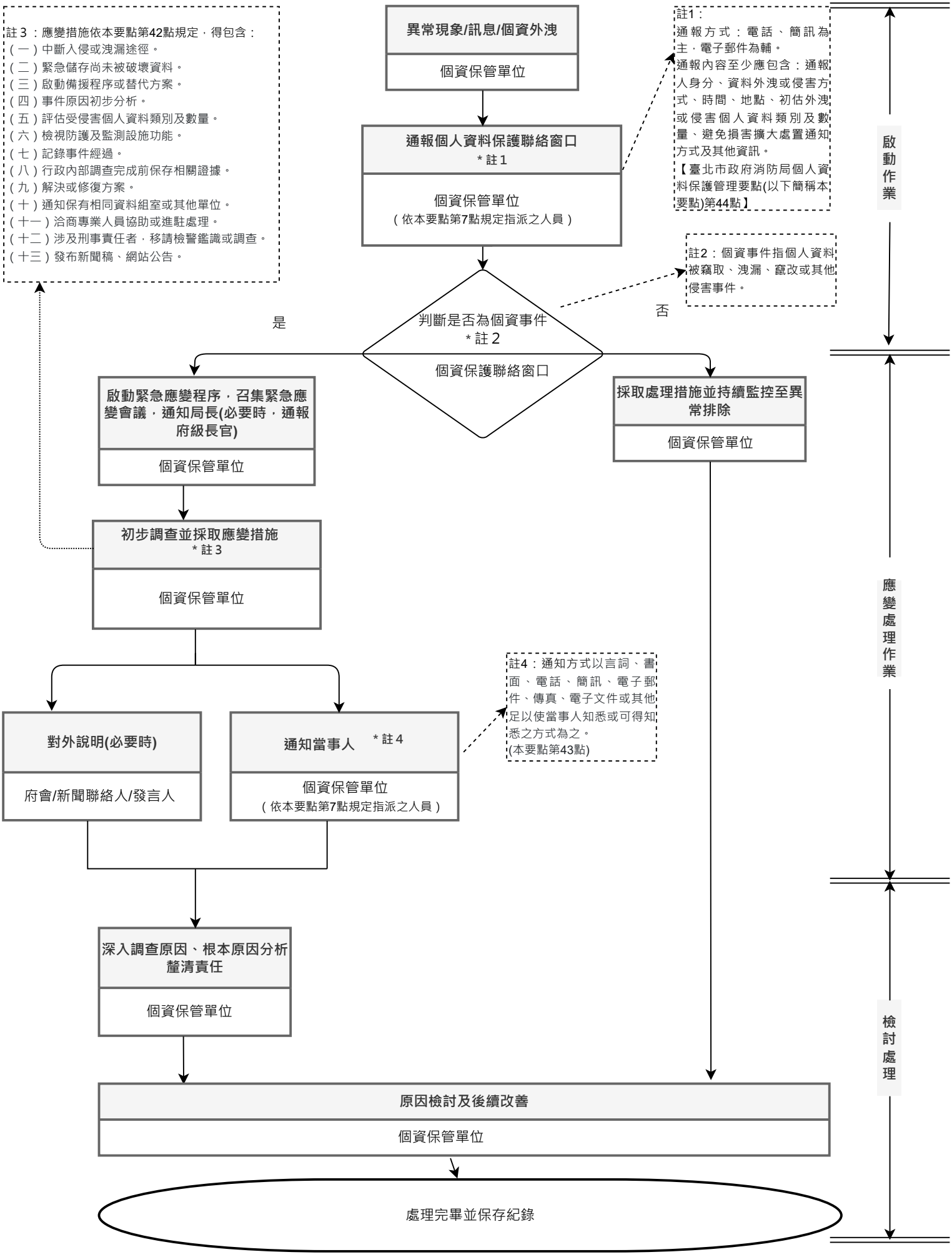臺北市政府消防局個資事故應變標準作業流程圖