

Confidential

Campus security report serial no.:

國立臺北大學校園性侵害、性騷擾或性霸凌事件調查申請/檢舉申請書

National Taipei University Investigation Request/Report Form for Incidents of Sexual Assault, Sexual Harassment, or Sexual Bullying

申請類別 Application Category	<input type="checkbox"/> 疑似性侵害事件 Suspected sexual assault <input type="checkbox"/> 疑似性騷擾事件 Suspected sexual harassment <input type="checkbox"/> 疑似性霸凌事件 Suspected sexual bullying <input type="checkbox"/> 其他性平相關事件 Other gender equity-related incident					
	<input type="checkbox"/> 被害人 Victim			<input type="checkbox"/> 檢舉人 Person reporting the incident <input type="checkbox"/> 法定代理人 Legal representative 請填寫被害人姓名： Name of victim: 與被害人關係： Relationship with the victim:		
申請人或檢舉人資料 Information of applicant/person reporting the incident	姓名 Name		性別 Sex		出生年月日 Date of Birth	__年__月__日 ____/____/____ (YYYY/MM/DD) (__歲) (Age: ____)
	身分證統一編號(或護照號碼) National ID No. (or passport No.)		連絡電話 Contact Number		就讀學校、系級、學號(或服務單位) Name of educational institution; department/year of study; student ID no. (or service unit)	2
	住(居)所 Residence	__市(縣)__區__里(村)__路__段__巷__弄__號__樓 __F, No. __, Aly __, Ln. __, Sec. __, _____ Rd./St., _____ Dist./Township/Vil., _____ City/County				
	被害人資料 Information of victim	(1) <input type="checkbox"/> 同上免填 Same as above (2) <input type="checkbox"/> 姓名 Name: _____ 性別 Sex: <input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female 服務或就學學校： Affiliation or educational institution: 連絡電話：				

		Contact number:				
申請事實內容 Facts of the incident	疑似行為人資料 Information of perpetrator suspect	<input type="checkbox"/> 不詳 Unidentified <input type="checkbox"/> 姓名： Name:	連絡電話 Contact Number		就讀學校、系級、學號(或服務單位) Name of educational institution; department/year of study; student ID no. (or service unit)	
	事件發生時間 Time of incident	__年__月__日 <input type="checkbox"/> 上午 <input type="checkbox"/> 下午__時__分 ____/____/____ (YYYY/MM/DD) <input type="checkbox"/> AM <input type="checkbox"/> PM __:__(hh:mm)				
	事件發生地點 Location of incident					
	事件發生過程 Details of incident					
請求事項 Request	(申請人對處理的期待與要求) (Applicant's expectations and requirements for the handling of the case) <input type="checkbox"/> 否 No <input type="checkbox"/> 是：請勾選需協助事項 Yes: Please select the assistance you need: <input type="checkbox"/> 協同就醫 Assistance with hospital visit <input type="checkbox"/> 緊急安置 Emergency accommodation <input type="checkbox"/> 法律扶助 Legal aid <input type="checkbox"/> 心理復健 Mental rehabilitation <input type="checkbox"/> 經濟補助 Financial assistance <input type="checkbox"/> 其他 Other assistances_____					
人證或物證 Witness testimony or material evidence	(無者免填) (If any) 物證： Material evidence: 證人(姓名、聯絡方式、與被害人關係等)： Witness (name, contact method, relationship with the victim, etc.):					
申請人/委任代理人 簽名或蓋章： Signature or seal of applicant/representative: 以上紀錄經當場向申請人朗讀或交付閱覽，申請人確認無誤。 The above records has been read to or by the applicant, who has confirmed their accuracy. 申請日期： Date of application: __年__月__日 ____/____/____ (YYYY/MM/DD)						

Remarks
備註

1. 委任代理人須檢附委任書。
The representative as his or her investigation applicant shall provide an authorization letter.
2. 學校或主管機關應於接獲申請調查或檢舉調查時，應於三日內將該事件交由所設之性別平等教育委員會調查處理，於二十日內，以書面通知申請人或檢舉人是否受理。不受理之書面通知應敘明理由，並告知申請人或檢舉人申復之期限及受理單位。
After receiving an application or a report of an offense, an educational institution or competent authority shall delegate the matter to its gender equity education committee within three days to handle the investigation, and shall send a written notification to the applicant or the person who reported the incident to inform them whether the matter will be processed within twenty days. A written notification regarding the non-processing of the case shall set out the reason(s) and notify the applicant or the person who made the report the deadline for application for preliminary appeal and the unit receiving such application.
3. 申請人或檢舉人於前項之期限內未收到通知或接獲不受理通知之次日起二十日內，得以書面具明理由，向學校或主管機關提出申復。
If the applicant or the person who made the report does not receive a notification by the deadline specified in the preceding paragraph or has received notification that the case will not be processed further, he/she may lodge a preliminary appeal in writing with the reason stated to the education institution or competent authority within twenty days from the day following the day of receipt of the notification.
4. 學校或主管機關性別平等教育委員會應於受理申請或檢舉後二個月內完成調查。必要時，得延長之，延長以二次為限，每次不得逾一個月，並應通知申請人、檢舉人及行為人。
The gender equality education committee of the educational institution or competent authority shall complete the investigation within two months from the date the application or the report is received. If necessary, the investigation may be extended. A maximum of two extensions is permitted and each extension is not permitted to exceed one month. The applicant, any person who reported the incident, and the perpetrator shall be notified of any extension.
5. 在處理程序中，當事人、學校/原處分機關或其他關係人，就本事件或其相牽連之事項，提出民事訴訟、刑事訴訟或行政訴訟者，應即通知學校/原處分機關性別平等教育委員會。
In the processing procedure, the parties, education institution/original handling authority or other related parties who filed a civil, criminal, or administrative lawsuit regarding the incident or related matters shall immediately notify the gender equality education committee of the institution/authority.

-----處理情形摘要（以下申請人免填，由接獲申請單位填寫）-----

Summary of case handling (the information below shall be provided by the unit receiving the application)

Unit receiving the application	單位名稱 Name of organization		收件人員姓名 Name of personnel receiving the application		職稱 Position	
	聯絡電話 Contact Number		接獲申請或檢舉調查時間 Time receiving the application or report	__年__月__日 <input type="checkbox"/> 上午 <input type="checkbox"/> 下午 __時__分 ____/____/____ (YYYY/MM/DD) <input type="checkbox"/> AM <input type="checkbox"/> PM __:__(hh:mm)		

以上紀錄經向申請人朗讀或交付閱覽，申請人認為無誤。

The above records have been read to or by the applicant, who has confirmed their accuracy.

紀錄人簽名或蓋章：

Recorder's signature or seal:

Remarks

備註

*** 收件人員須熟讀事項：**

Personnel receiving the application must read the following matters carefully:

1. 本申請書填寫完畢後，「收件單位」應影印 1 份申請書交予申請人留存。

After completing this form, the unit receiving the application shall make one photocopy of the form and hand the photocopy to the applicant for retention.

2. 本申請書所載當事人相關資料，除有調查之必要或基於公共安全之考量者外，應予保密；負保密義務者洩密時，應依刑法或其他相關法規處罰。

Relevant information of the parties involved provided in this application form shall remain confidential until the time when investigation is deemed necessary or when there are concerns of public safety. Those who are responsible for the confidentiality of such information shall be punished in accordance with the Criminal Code or other applicable laws and regulations if they make disclosure.

3. 學校或主管機關於接獲申請調查或檢舉時，應於 3 日內將「申請或檢舉事件」交由事件管轄學校所設之性別平等教育委員會調查處理，於 20 日內，以書面通知申請人或檢舉人是否受理。不受理之書面通知應敘明理由，並告知申請人或檢舉人申復之期限及受理單位。

After receiving an application or a report of an offense, an educational institution or competent authority shall delegate the matter to its gender equality education committee within three days to handle an investigation, and shall send a written notification to the applicant or the person who reported the incident to inform them whether the matter will be processed within twenty days. A written notification regarding the non-processing of the case shall set out the reason(s) and notify the applicant or the person who made the report the deadline for application for preliminary appeal and the unit receiving such application.

4. 在處理程序中，當事人、學校/原處分機關或其他關係人，就本事件或其相牽連之事項，提出民事訴訟、刑事訴訟或行政訴訟者，應即通知學校/原處分機關性別平等教育委員會。

In the processing procedure, the parties, education institution/original handling authority or other related parties who filed a civil, criminal, or administrative lawsuit regarding the incident or related matters shall immediately notify the gender equality education committee of the institution/authority.

性別平等教育委員會簽收時間：__年__月__日__時__分

Received by Gender Equality Education Committee at: __:__(hh:mm); ____/____/__(YYYY/MM/DD)