

臺南市東山區公所【專長替代役申請】作業流程表

權責單位	作業流程	作業期限
役男	<div style="border: 1px solid black; border-radius: 50%; width: 100px; height: 40px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">受理申請</div> <div style="margin: 5px 0;">↓</div> <div style="border: 1px solid black; padding: 5px; width: 150px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">登入內政部役政署網站申請</div> <div style="margin: 5px 0;">↓</div>	申請期間
民政及人文課	<div style="border: 1px solid black; border-radius: 15px; padding: 5px; width: 150px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">列印專長申請書</div> <div style="margin: 5px 0;">↓</div> <div style="display: flex; align-items: center; justify-content: center;"> <div style="border: 1px solid black; padding: 5px; margin-right: 10px;">修正資料</div> <div style="margin-right: 10px;">← 不正確</div> <div style="border: 1px solid black; padding: 5px; margin-right: 10px;">書面審查</div> </div> <div style="margin: 5px 0;">↓</div> <div style="text-align: center;">正確</div> <div style="margin: 5px 0;">↓</div> <div style="display: flex; align-items: center; justify-content: center;"> <div style="margin-right: 10px;">←</div> <div style="border: 1px solid black; padding: 5px; margin-right: 10px;">役男郵寄(掛號)至 內政部役政署</div> <div style="margin-left: 10px;">←</div> <div style="border: 1px solid black; padding: 5px; margin-left: 10px; display: flex; flex-direction: column; align-items: center; justify-content: center;"> <div style="font-size: 8px;">1.申請書</div> <div style="font-size: 8px;">2.學歷證件</div> <div style="font-size: 8px;">3.回郵信封</div> </div> </div> <div style="margin: 5px 0;">↓</div> <div style="border: 1px solid black; padding: 5px; width: 150px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">內政部役政署通知函</div> <div style="margin: 5px 0;">↓</div>	申請截止日前
民政及人文課	<div style="border: 1px solid black; padding: 5px; width: 150px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">通知役男</div> <div style="margin: 5px 0;">↓</div> <div style="border: 1px solid black; border-radius: 50%; width: 100px; height: 40px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">結案</div>	10 日內

※法令依據

役男申請服替代役辦法

※應備證件

身分證、印章、學歷證件、回郵信封

※使用表格

無

※作業注意事項

於公告之申請期限內始得申請，逾期無法受理。資料修正時用紅筆註記加強辨視

※承辦課室

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