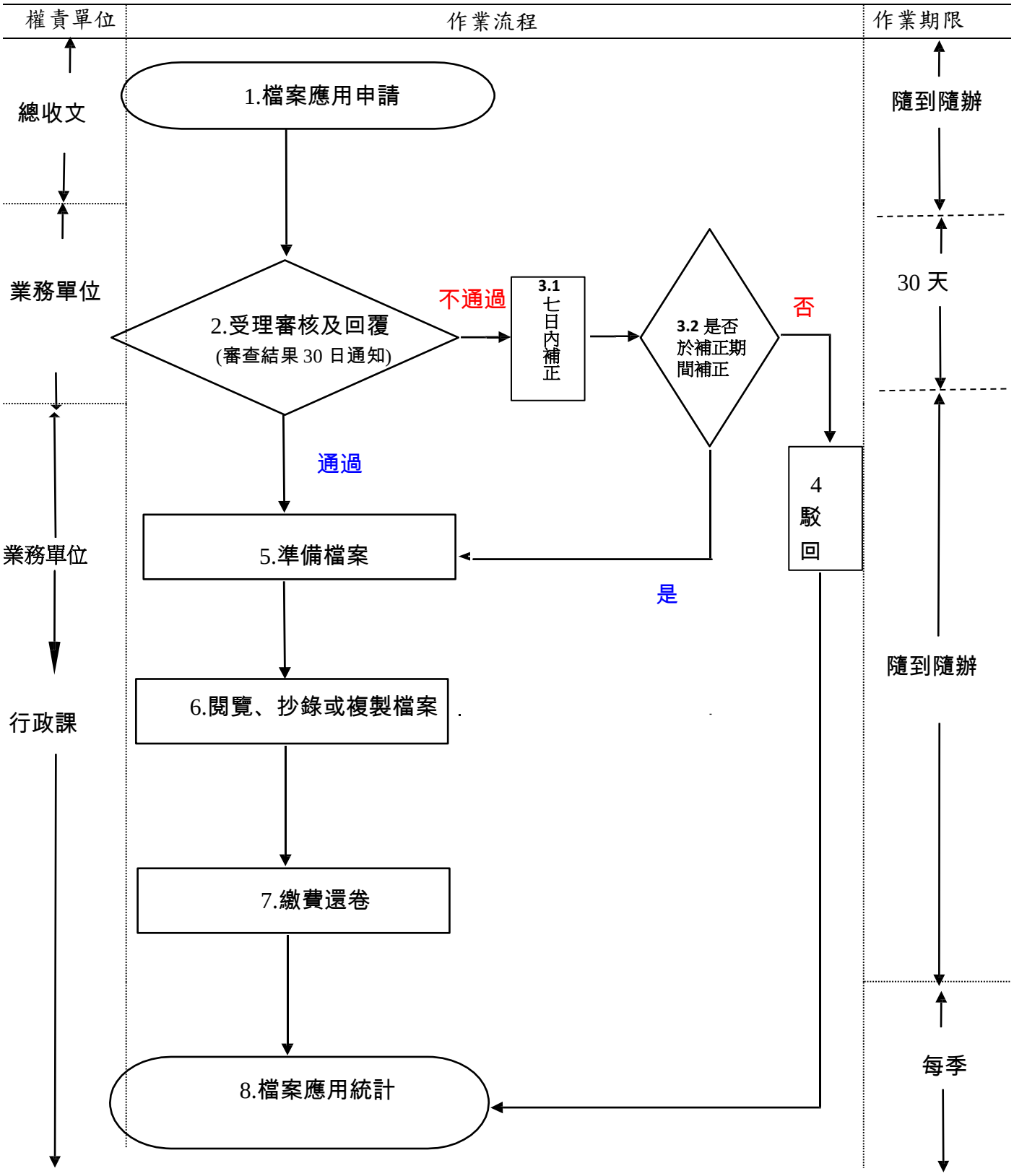臺南市鹽水區公所辦理檔案應用申請標準作業流程圖