

國立中正大學學生宿舍公有財產使用保管規定

Regulations for the Use and Custody of Public Property in Student Dormitories at National Chung Cheng University

83年1月19日訓育委員會通過 84年12月11日學生事務會議修正通過

Approved by the Student Counseling Committee on January 19, 1994, and revised and approved by the Student Affairs Meeting on December 11, 1995

87年10月23日學生事務會議修正通過

Revised and approved by the Student Affairs Meeting on October 23, 1998

一、國立中正大學為維護學生宿舍各項公有財產之妥善使用及保管，培養住宿學生「愛惜公物」之美德，及建立「損壞賠償」之觀念與責任，期能提升居住品質，美化環境，爰訂定學「生宿舍公有財產使用保管規定」（以下簡稱本規定）

1. In order to maintain the proper use and custody of various public properties in student dormitories, cultivate the virtue of "cherishing public property" among resident students, and establish the concept and responsibility of "compensation for damages," with the goal of improving living quality and beautifying the environment, National Chung Cheng University hereby establishes the "Regulations for the Use and Custody of Public Property in Student Dormitories" (hereinafter referred to as these regulations)

二、本規定所稱之「宿舍公有財產」，包括配住之寢室(含內部設施)、書桌、床舖及該宿舍其他供共同使用之設備。

II. "Public property of the dormitory" as referred to in these regulations includes the assigned bedrooms (including internal facilities), desks, beds, and other shared equipment in the dormitory.

三、住宿學生於進住宿舍前應清點學校所移交之公有財產，並簽署「寢室財物清單」，以示確認；學生退宿時，學生事務處憑「寢室財物清單」所登錄之財產，進行清點。

III. Before moving into the dormitory, resident students must inventory the public property transferred by the school and sign the "Room Property Inventory" to confirm the items. When students check out of the dormitory, the Student Affairs Office will conduct an inventory based on the property recorded in the "Room Property Inventory."

四、為利於本項業務推展與工作執行，特組成宿舍公有財產清查鑑定小組，並以公正、公平、客觀立場執行任務，其編組及清查時間規定如下：

IV. To facilitate the promotion and execution of this task, a Dormitory Public Property Inspection and Appraisal Team shall be formed. The team shall carry out its duties with fairness, impartiality, and objectivity. Its organization and inspection schedule are as follows:

(一)由宿舍管理員、各樓樓長及宿舍生活策進會幹部組成清查鑑定小組，負責公有財產之建卡、清查及損壞責任鑑定工作；另由總務處保管組、事務組、營繕組及學生事務處、生活事務組相關人員組成覆鑑小組，負責鑑定小組之督導及損壞責任之覆鑑工作。學務長及總務長則負責全般工作之督導。

(1) The Inspection and Appraisal Team shall be composed of dormitory administrators, floor leaders, and members of the Dormitory Life Promotion Association. They shall be responsible for the registration, inspection, and appraisal of damage liability for public property. Additionally, a Review Appraisal Team shall be formed by relevant personnel from the General Affairs Office (including the Custody Section, Affairs Section, and Maintenance Section), the Student Affairs Office, and the Living Affairs Section. This team shall be responsible for supervising the Inspection and Appraisal Team and conducting reviews of damage liability appraisals. The Dean of Student Affairs and the Dean of General Affairs shall oversee the overall work.

(二)前項清查鑑定工作，每學期開學及結束前均應至少全面執行一次。

(2) The inventory and assessment work specified in the preceding paragraph shall be conducted at least once comprehensively before the start and at the end of each semester.

五、住宿學生應善盡保管之義務並愛惜使用宿舍公有財產，其因故意或過失致宿舍公有財產毀損或減少價值者，應負賠償責任，但正常耗損及折舊不在此限。宿舍公有財產若有損壞(遺失)，經清查鑑定小組鑑定賠償責任後，使用(保管)者應負賠償之責任。損壞賠償以恢復原狀為原則，否則按所損壞(遺失)公物之公告價格，依使用年限折價賠償，其標準由總務處保管組訂定。

5. Resident students shall fulfill their duty of care and use public dormitory property with due diligence. Those who intentionally or negligently cause damage to or diminish the value of public dormitory property shall be liable for compensation, excluding normal wear and tear and depreciation. In the event of damage (or loss) to public dormitory property, the user (or custodian) shall be liable for compensation after the damage assessment team has determined liability. Compensation for damages shall, in principle, aim to restore the property to its original condition. Otherwise, compensation shall be calculated based on the depreciated value of the damaged (or lost) public property according to its service life and the announced price, with the standard established by the Custody Section of the General Affairs Office.

六、公有財產損壞，經宿舍財產清查鑑定小組確定損壞賠償責任後，公共設施部分由共同使用人共同負擔賠償，個人使用公物則由使用人負擔賠償。若使用(保管)者對鑑定之結果有異議，可向覆鑑小組申請覆鑑，但對同一事件不得重覆申請覆鑑。經鑑定並通知七日以上仍拒不賠償者，除取消其住宿資格由學校逕由其住宿保證金中扣除應賠償金額外，並會知註冊組

暫緩其註冊手續，或離校時暫緩辦理離校手續。

6. In cases of damage to public property, after the Dormitory Property Inventory and Assessment Team has determined liability for compensation, compensation for shared facilities shall be borne collectively by all users, while compensation for individually used public property shall be borne by the user. If the user (or custodian) disagrees with the assessment results, they may apply to the Review Panel for a reassessment, but the same incident may not be subject to repeated review applications. Those who refuse to compensate after being notified for seven days or more will have their accommodation eligibility revoked, and the compensation amount will be deducted from their accommodation deposit by the school. Additionally, the Registration Office will be notified to suspend their registration procedures, or their departure procedures will be suspended when leaving the school.

七、如有故意破壞宿舍內設備之行為，一經查覺，當事人除應照價賠償外，並取消其住宿申請權，並依情節之輕重，由清查鑑定小組報請學生事務處議處。

7. In cases of intentional destruction of dormitory equipment, upon discovery, the responsible individual shall not only compensate at the full price but also have their accommodation application rights revoked. Depending on the severity of the circumstances, the case shall be reported by the Inventory and Assessment Team to the Student Affairs Office for disciplinary action.

八、本規定經學生事務會議審議通過，陳請校長核定後實施，修改時亦同。

VIII. This regulation shall be implemented after being reviewed and approved by the Student Affairs Meeting and submitted to the President for approval, and the same procedure applies for any amendments.