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| **資訊資產異動申請單** | | | | | | | | | |
| **填寫日期\*：** | | | | | | | | | |
| **項次** | **資產**  **名稱\*** | **資產**  **編號\*** | **使用者\*** | **使用**  **單位\*** | **存放**  **位置\*** | **機密性\*** | **完整性\*** | **可用性\*** | **資產價值合計\*** |
|  |  |  |  |  |  |  |  |  |  |
| **備註** |  | | | | | | | | |