

# 國史館台灣文獻館組織條例（英文版）

93. 8. 20. 臺秘字第 0930401924 號函訂頒

## **The Organic Acts for Taiwan Historica of Academia Historica**

1. The Acts instituted hereunder are stipulated by Article 11 of Academia Historica a Organic Acts.
2. Taiwan Historica of Academia Historica (abbreviated as this Historica hereinafter) is in charge of
  - (1) research of Taiwan's history and the amendment and compilation of annals.
  - (2) compilation, translation, research, publication of historical materials and preserved history books, as well as holding symposiums and editing, printing and publishing periodicals.
  - (3) collection of books, periodicals, manuscripts, paleographic books, local customs, pictures and maps, as well as the arrangement, recording, cataloging of documents.
  - (4) collection, arrangement , reservation, exhibition, research, publication and promotion of ancient documents and historical materials.
  - (5) collection, inquisition, exhibition, promotion, and exchange of historical documents and relics.
  - (6) digitalization of historical materials and the programming, establishment, coordination and promotion of information service.
  - (7) other matters related to Taiwan's documents.
3. This Historica includes Collection Department , Arrangement Department, and Editing Department in charge of matters noted above.
4. There is Secretariat in this Historica in charge of meetings, public relations, documents, files, the seal, treasury, office management, property management, and matters coming without other Departments' or Offices' jurisdiction.
5. The Director of Taiwan Historica , ranked twelfth on the officer appointment scale, is in charge of the official affairs of this Historica as well as commanding and supervising the staff; Vice Director, ranked eleventh on the officer appointment scale, is assigned to assist the Director.
6. There is a Chief Secretary and three Department Chiefs, all ranked tenth on the officer appointment scale; one or two Senior Specialists, ranked ninth to tenth on the officer appointment scale; one or two Secretaries and seven to nine Editors, ranked eighth to ninth on the officer appointment scale; three or four Specialists, ranked seventh to eighth on the officer appointment scale; six to ten Officers, ranked fifth to seventh on

the officer appointment scale; three or four Clerks, ranked third to fifth on the officer appointment scale; five Associate Clerks, ranked first to third on the officer appointment scale. The vacancies for Associate Clerks shall not be refilled if the posts fall vacant.

7. There is a Personnel Office with a Chief Personnel Officer, ranked eighth on the officer appointment scale, in charge of personnel management. The rest of needed staffs shall be appointed according to the specified numbers of personnel stipulated by these Organic Acts.
8. There is an Accounting Office with a Chief Accounting Officer, ranked eighth on the officer appointment scale, in charge of annual revenue and expenditure, accounting, and statistics. The rest of needed staffs shall be appointed according to the specified numbers of personnel stipulated by these Organic Acts.
9. The ranking systems for the ranks of the personnel stated in article 5 through article 8 noted above shall be adopted according to Article 8 of the Acts for the Appointment of Civil Servants.
10. The Administrative Regulations for this Historica shall be drafted by this Historica and sent to Academia Historica for approval.
11. The date that the Organic Acts come into effect shall be decided by the orders given by the President Office jointly with the Executive Yuan.