國立高雄餐旅大學圖書館圖書損毀、遺失賠償要點

NKUHT Library Regulations for Compensation of Damaged or Lost Library Materials

87年4月23日本校行政會議審議通過
Approved by the Administrative Council, Apr 23, 1998
87年10月26日本校行政會議修正通過
Revised by the Administrative Council, Oct 26, 1998
99年9月16日本校第228次擴大行政會議修正通過
Revised by the 228th Expanded Administrative Council, Sep 16, 2010
99年11月4日本校99學年度第1學期第2次臨時校務會議修正通過(授權統一修正校名)
Revised by the 2nd Special University Council Meeting of the 2010 Academic Year, Nov 4, 2010 (Name change authorized)
99年11月25日本校第233次行政會議修正通過
Revised by the 233rd Administrative Council, Nov 25, 2010
100年08月10日本校第246次行政會議修正通過
Revised by the 246th Administrative Council, Aug 10, 2011
103年12月25日本校103學年度第1學期第1次校務會議通過(法規最末條條文統一修正)
Approved by the 1st University Council Meeting of the 2014 Academic Year, Dec 25, 2014 (Final article amended)
108年4月22日配合本校組織規程教育部臺教技(二)字第1080055537號函核定修正(組織名稱、職稱變更)
Administrative amendments (organizational name and titles) approved by MOE Letter No. 1080055537, Apr 22, 2019

一、 為維護本校圖書館館藏資料之完整性及讀者權益，圖書資訊處特訂定本校圖書館(以下簡稱本館)圖書損毀、遺失賠償要點。

Article 1 To maintain the integrity of the NKUHT Library(hereinafter "the Library") collections and protect reader rights, the Library and Information Services Office hereby establishes these "Regulations for Compensation of Damaged or Lost Library Materials" for the Library.

二、 賠償時，以原書內容完全相同之新書或更新版本抵賠，但國內圖書於20天內、國外圖書於90天內辦妥抵賠手續，另須付手續費50元，且翻版書不得抵賠原版書。

Article 2 Compensation shall be made with a new copy of the same title or an updated edition. The replacement procedure must be completed within 20 days for domestic books and 90 days for foreign books. A processing fee of NT$50 is required. Pirated or unauthorized copies may not be used to replace original editions.

三、 若原書已無法購得，須照原書定價倍數賠償，賠償倍數費用如下：

(一) 國內出版圖書：定價為新台幣者賠3倍；定價為基價者賠150倍。

(二) 大陸出版圖書：定價為新台幣者賠10倍；定價為人民幣者賠100倍。

(三) 其餘國外出版圖書：定價為新台幣者賠5倍；定價為外幣者依前1日匯率算出定價後

乘以5倍。

(四) 套書：該書若為整部套書之一部份，賠償時以整套書之價格計算。

Article 3 If the original book is out of print or unavailable, compensation shall be made based on a multiple of the list price as follows:

1. **Domestic publications:** 3 times the list price (if in TWD); 150 times the base price (if listed as a "base price" unit).
2. **Publications from Mainland China:** 10 times the price if listed in TWD; 100 times the price if listed in RMB.
3. **Other foreign publications:** 5 times the price if listed in TWD; if in foreign currency, 5 times the price converted using the previous day's exchange rate.
4. **Multi-volume sets:** If the missing book is part of a set, compensation will be calculated based on the price of the entire set.

四、 所有非價購圖書(交換、贈送、寄存)，如該書標示定價，其賠償方式依本要點第三點計價標準，如該書未標示定價，則國內出版圖書每冊一律以新台幣伍佰元計價，其餘圖書（大陸出版及國外出版圖書等）每冊一律以新台幣貳仟元計價

Article 4 For non-purchased materials (exchanges, gifts, or deposits), if a price is marked, compensation follows Article 3. If no price is marked, domestic books are valued at NT$500 per volume, and all other books (including Mainland China and other foreign publications) are valued at NT$2,000 per volume.

五、 圖書資料檔，若有價格記載不詳時，按第四點之要點賠償。

Article 5 If the price recorded in the library database is unclear or unavailable, compensation shall be made according to Article 4.

六、 賠償責任未履行前，暫停其借書權，若拒絕履行賠償責任者，簽請相關單位議處，並強制執行。

Article 6 Borrowing privileges will be suspended until compensation is fulfilled. Those who refuse to fulfill their compensation liability will be reported to relevant units for disciplinary action and subject to compulsory enforcement.

七、 本要點經圖書諮詢委員會議及行政會議審議通過，陳請校長核定後實施，修正時亦同。

Article 7 These Regulations are approved by the Library Advisory Committee and the Administrative Council and implemented upon authorization by the President. The same applies to future amendments.

本規章負責單位：圖書資訊處圖書服務組

Responsible Unit: Library Services Section, Library and Information Services Office