

Fee-charging Standard for Electronic Records Technical Service at the National Archives Administration, National Development Council

1. Promulgated on November 11, 2015
2. Amendment on March 19, 2019
3. Amendment on July 21, 2026

Article 1

This Standard is prescribed in accordance with Article 10 of the Charges and Fees Act.

Article 2

The National Archives Administration, National Development Council (hereinafter referred to as the NAA) provides technical services, such as electronic records (or files) migration (or conversion), media destruction and so on, and these service charges are listed in Table Attached One. The relevant directions for applications are prescribed by the NAA separately.

Article 3

The fees for the listed services of Article 2 shall be charged in accordance with this Standard. Applicants who apply for expedited service is available for an extra charge (as Table Attached One).

Article 4

The standard for the provision of optional services other than those of Article 2 is listed in Table Attached Two.

Article 5

When data migration (or data conversion) process is unable to complete due to corrupted storage media, service fees shall be charged pro rata. However, this shall not apply to a case where the damage was detected prior to the data conversion.

Article 6

This Standard is handled in accordance with relevant provisions of the Charges and Fees Act, and shall be reviewed at least once every three years.

Article 7

This Standard shall come into force from the date of promulgation.

Table Attached One

The Table of Fee-charging Standard for Electronic Records Technical Service at the National Archives Administration, National Development Council

(Prices in New Taiwan dollars)

Service Type	Original Format	Original Specifications	Fee-charging Standard (Charged by original specifications)	Expedited Service Fees	Remarks
Records (or Files) migration (or conversion)	Floppy disk	3.5-inch Floppy disks	NT\$60 per disk	Additional NT\$5 per disk	Format change is not involved
	CD	CD	NT\$60 per disc	Additional NT\$5 per disc	
	Video cassette tape	VHS, Beta Within 1 hours	NT\$300 per tape	Additional NT\$30 per tape	Output in AVI, MPEG2 or MP4
		VHS, Beta Within 2 hours	NT\$550 per tape	Additional NT\$140 per tape	
		VHS, Beta Within 3 hours	NT\$810 per tape	Additional NT\$210 per tape	
	Audio cassette tape	Within 1 hour	NT\$215 per tape	Additional NT\$50 per tape	Output in WAV or MP3 format
		Within 2 hours	NT\$410 per tape	Additional NT\$80 per tape	
		Within 3 hours	NT\$565 per tape	Additional NT\$160 per tape	
	Conventional	Negatives	NT\$30 per	Additional	1. Output in

	negatives		negative	NT\$2 per negative	TIFF, JPEG or JPEG 2000 format 2. 1,200 or 2,400 DPI resolution
	Slides	Positive slides	NT\$35 per slide	Additional NT\$4 per slide	1. Output in TIFF, JPEG or JPEG 2000 format 2. 1,200 or 2,400 DPI resolution
	Microfilm	16mm – 100 feet	NT\$5,090 per roll	Additional NT\$800 per roll	1. Output in TIFF, JPEG, PDF or JPEG 2000 format 2. 1,200 or 2,400 DPI resolution
		16mm – 215 feet	NT\$10,155 per roll	Additional NT\$1,600 per roll	
		35mm – 100 feet	NT\$10,155 per roll	Additional NT\$1,600 per roll	
	Vinyl records		NT\$250 per record	Additional NT\$50 per record	Output in WAV or MP3
Media destruction	Floppy disk	3.5-inch Floppy disks	NT\$30 per disk	Additional NT\$3 per disk	By degaussing
	CD	CD or DVD	NT\$30 per disc	Additional NT\$3 per disc	By shredding
	Magnetic tape	Tape cartridge	NT\$60 per tape	Additional NT\$10 per tape	By degaussing

	Audio tape	Cassette tape	NT\$60 per tape	Additional NT\$10 per tape	By degaussing
	Hard disks	IDE/SATA Hard disk degaussing	NT\$60 per disk	Additional NT\$10 per disk	By degaussing
		IDE/SATA Hard disk overwriting	NT\$30 per gigabyte	Additional NT\$4 per gigabyte	By software overwriting

Note: Terms of use according to the definition of CNS15489:

- 1 、 Migration: Under the premise of maintaining its authenticity, integrity, reliability, and applicability, records (or files) are moved from one system to another system.
- 2 、 Conversion: The process of converting records (or files) to a different media or format.

Table Attached Two

The Table of Fee-charging Standard for Electronic Records Technical Service

Optional items at the National Archives Administration, National Development Council

(Prices in New Taiwan dollars)

Service Type	Optional items Service Items		Charge	Remarks
File migration (or conversion)	Cost of providing CD		NT\$20 per disc	Hard disk is not provided or provided by applicants.
	Postal delivery	Postage	Based on actual expenses	Hard disk postal delivery service is not provided.
		Administrative fee	NT\$100 per instance	
Media destruction	Waste cleanup	Cleaning fee	Based on actual expenses	
		Administrative fee	NT\$100 per instance	
	Surveillance video recordings	Reproduction fee	NT\$200 per hour	Time spent less than one hour is counted as one hour
		Cost of providing CD	NT\$20 per disc	