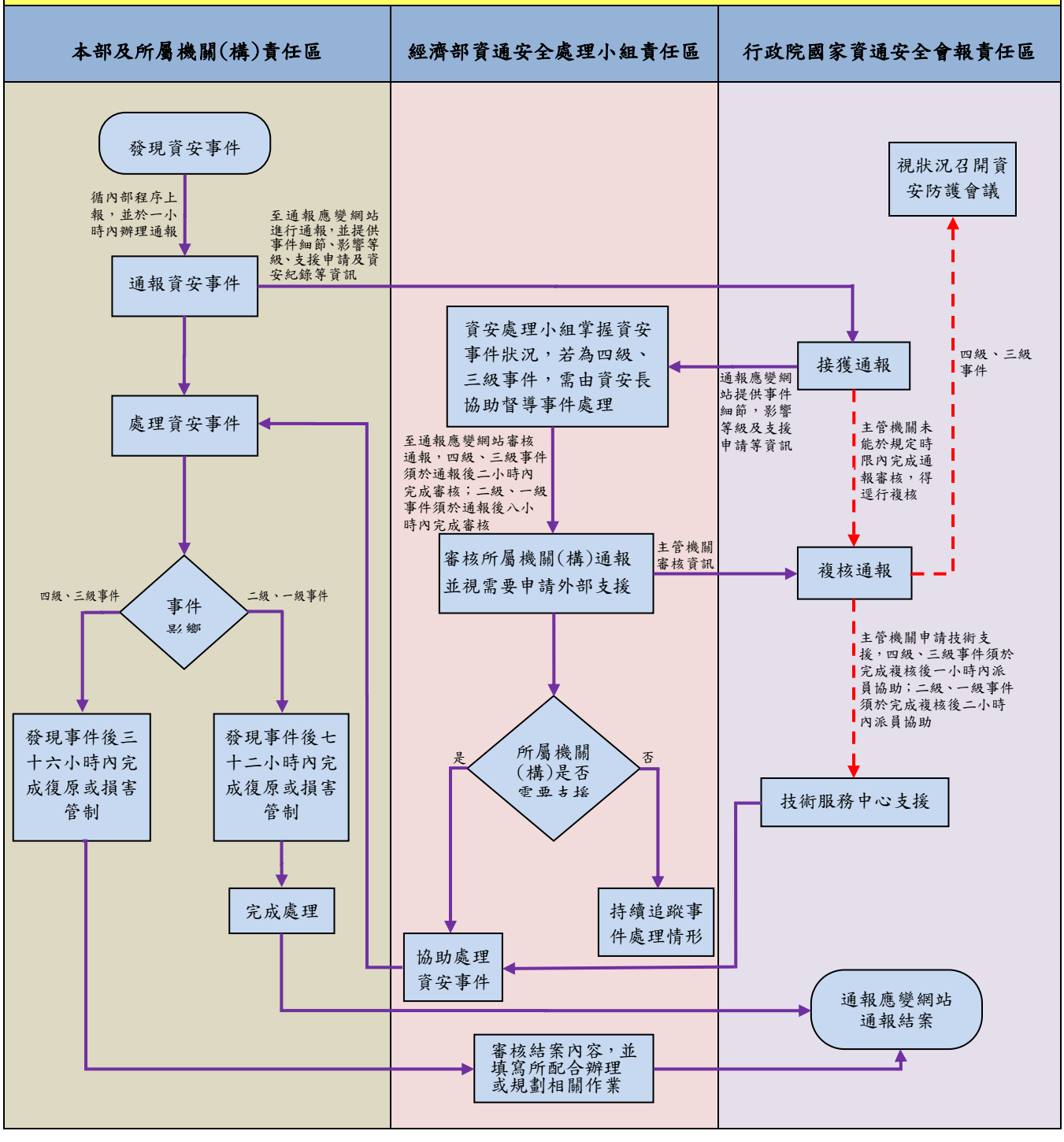本部及所屬機關（構）資通安全事件通報及應變作業流程