

傳遞方式：紙本寄送

外交部亞東太平洋司 轉電表

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61249

嘉義縣太保市祥和新村祥和一路東
段1號

受文者：嘉義縣政府

發文日期：中華民國108年7月24日

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速別：速件

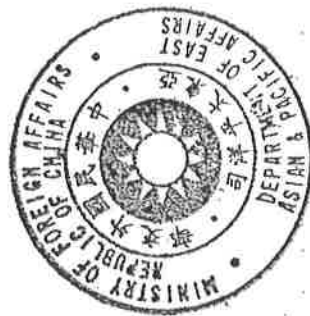
密等及解密條件或保密期限：

附件：如文

主旨：有關紐西蘭奧克蘭市府安排國外訪團拜會及考察之收費標準及原則事，茲檢送駐奧克蘭辦事處本(108)年7月22日第0182號電影本共4頁如附件，敬請參考。

正本：各縣市政府

副本：



嘉義縣政府

108/07/25



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駐奧克蘭辦事處電報

專號：AKL0182

第 1 頁

日期：108.07.22

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本電：電文 2 頁，附件 2 頁，共 4 頁

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擬辦	4/13	批示	
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事由：奧克蘭市府安排國外訪團拜會及考察之收費標準及原則
外交部鈞鑒 (B、國內訪團案)：

一、國內中央及地方機關近來組團來紐交流者漸增，本處目前為國內訪團洽排拜會奧克蘭市府時獲告，奧市府安排國外訪團拜會或考察係採收費服務，本處爰著尹副組長文新及張秘書晏綸於本(108)年7月18日約晤奧克蘭市府國際關係部門臺籍主管 Kimberley Wu 及該部門官員 Tao Chen 午餐敘就旨案進行瞭解，並洽商未來我國內訪團拜會奧克蘭市府等相關行政事宜，獲告奧克蘭市府接見考察之收費標準及原則如列：

(一) 收費標準：鑒於奧克蘭市府人力資源有限，各國公私部門每年進洽各類考察拜會要求甚多，故於2014年起，奧市府向國際考察團收取服務費，以價制量，以減少市府人力負擔。收費標準為1至12人團體每小時1,000紐元，13-25人團體每小時1,500紐元，26-50人團體每小時2,000紐元，50人以上團體則視是否有場地接見進行收費。

(二) 免除收費原則：前項收費除奧市府邀請之考察團可予免除外，奧市之姊妹市考察團則視情予以免除，其他城市或業者考察團不論自行或透過各國駐紐西蘭或奧克蘭之使領館洽奧市

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府洽排，將依該標準照價收費。

(三) 接見原則：奧市府原則上每月僅安排接見一個考察團，且不接受禮貌性拜會。考察團必須於拜會日前28天提出申請，且要有明確考察要旨並將資料儘早事先提供市府參考，以利奧市府安排適合拜會對象。至奧市市長Phil Goff及副市長Bill Cashmore兩人因公務繁忙，鮮少接見考察團外賓。

(四) W主管另坦告，G市長因曾任紐國國會議員及外交部長，閱歷及交遊甚廣，然奧市民認為渠應著重市政建設，不宜有過多外務。G市長為顧及市民觀感，除非必要鮮少接見外賓，每年亦僅公務出國乙次，並舉日前越南駐奧克蘭總領館安排越南省長及省黨部主席拜會奧市，G市長即予婉拒為例佐證說明。伊續稱本處劉總領事履新不久即可會晤G市長，實因渠念及過往曾訪臺及與本處長年往來之情誼，特別撥冗安排。另本年5月份之臺北市政府主計處考察團，伊亦透過個人職務之便，特別安排奧市府當月僅接見該團且免予收費，惟未來恐難循例，並稱盼我方對奧市府所訂之考察團收費標準予以理解並尊重。

二、鑒於近期我國內各政府機構或民間單位來奧克蘭訪問團體漸增，未來倘有重要訪團欲拜會奧克蘭市府，本處當將盡力進洽，惟祈請 鈞部亦於訪團訪奧前，先行婉告奧市府前述收費標準及原則，以利渠等知悉奧市府立場並事先編妥所需預算及擬具訪晤旨趣，俾利雙方進行建設性之交流。

三、以上，併陳奧市府接見國際考察團之說明與條件如附件共2頁，敬請 鑒察。

駐奧克蘭辦事處(尹副組長文新)(已分電陳駐紐西蘭代表處)

Terms and conditions for visits to Auckland Council by international delegations

The following terms and conditions apply to international delegations (or individuals) requesting a visit to Auckland Council for presentations on council services or operations. Visits include a presentation by the appropriate council official/s on the confirmed topic and a general Auckland Council information pack.

1. Visit charges

Service charge:

Number of delegates (including tour guides & interpreters)	Charge per hour (excluding GST)
1 - 12	\$1000.00
13 - 25	\$1500.00
26 - 50	\$2000.00
50+	depends on venue availability

For delegations of more than 25 people, the venue will be set up theatre style (rows of chairs without tables). Should tables be required, a larger venue may be arranged at an extra charge (depending on availability).

Presentations run for a set period of 45 minutes to one hour per topic. However, they may exceed the finish time at the discretion of the presenter and the International Relations team.

Catering charge:

Please enquire if catering/refreshments are required. Charges will be applied accordingly.

2. Conditions

Visit requests

Visit requests are to be submitted to the International Relations team at Auckland Council, no less than 28 days before the requested date. Auckland Council reserves the right to accept or decline the visit request, based on other council commitments which determine the availability of resources. A maximum of one study visit per month will be accepted.

Interpreters

Presentations are given in English. It is a requirement of the delegation or agent to arrange a professional and experienced interpreter.

Payments

Payment of the full visit charge, in New Zealand dollars, is to be given to the International Relations office before the presentation begins on the day of the visit. A receipt will be provided at the end of the presentation.

Changes

Following confirmation of the visit, one change of date and/or time will be accepted free of charge. Each subsequent request for change will be considered at the discretion of Auckland Council. If accepted, an additional charge of 25 per cent of the full visit charge will be incurred. If not accepted, the visit will either proceed as confirmed, or be cancelled and the delegation will incur the cancellation charge.

Cancellations

Cancellations received prior to five working days before the visit date will incur a charge of 50 per cent of the full visit charge. Cancellations received within five working days of the visit date will incur the full visit charge. Delegations that fail to attend the presentation without notice of cancellation will incur the full visit charge plus an additional 50 per cent. Cancellations are to be received by the International Relations office by email or fax. These charges are only applicable if the cancellation is received after the visit has been confirmed.

Exemptions

Delegations from Auckland's international partners are exempt from charges when the visit is arranged through the respective city council.

3. Procedure

- I. Read and accept the terms and conditions.
- II. Complete and submit the **study visit request** form.
- III. If the visit request is accepted, a confirmation letter will be sent. Please print the letter, sign it and email a scanned copy back to the International Relations office (as per the instructions on the letter). If the visit request is not accepted, a response will be sent accordingly. Either response may take up to five working days.
- IV. Following receipt of the signed confirmation letter, Auckland Council will finalise the visit arrangements. A programme and payment request will then be sent.
- V. On the day of the visit, Auckland Council will deliver the presentation to the delegation. Please ensure the full and correct visit charge is given to the International Relations office prior to the presentation (in New Zealand dollars). A receipt will be provided at the end of the presentation.

If you have any questions regarding the terms and conditions or the online visit request form, please do not hesitate to contact the International Relations office on internationalrelations@aucklandcouncil.govt.nz. We look forward to assisting you and your delegation.

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