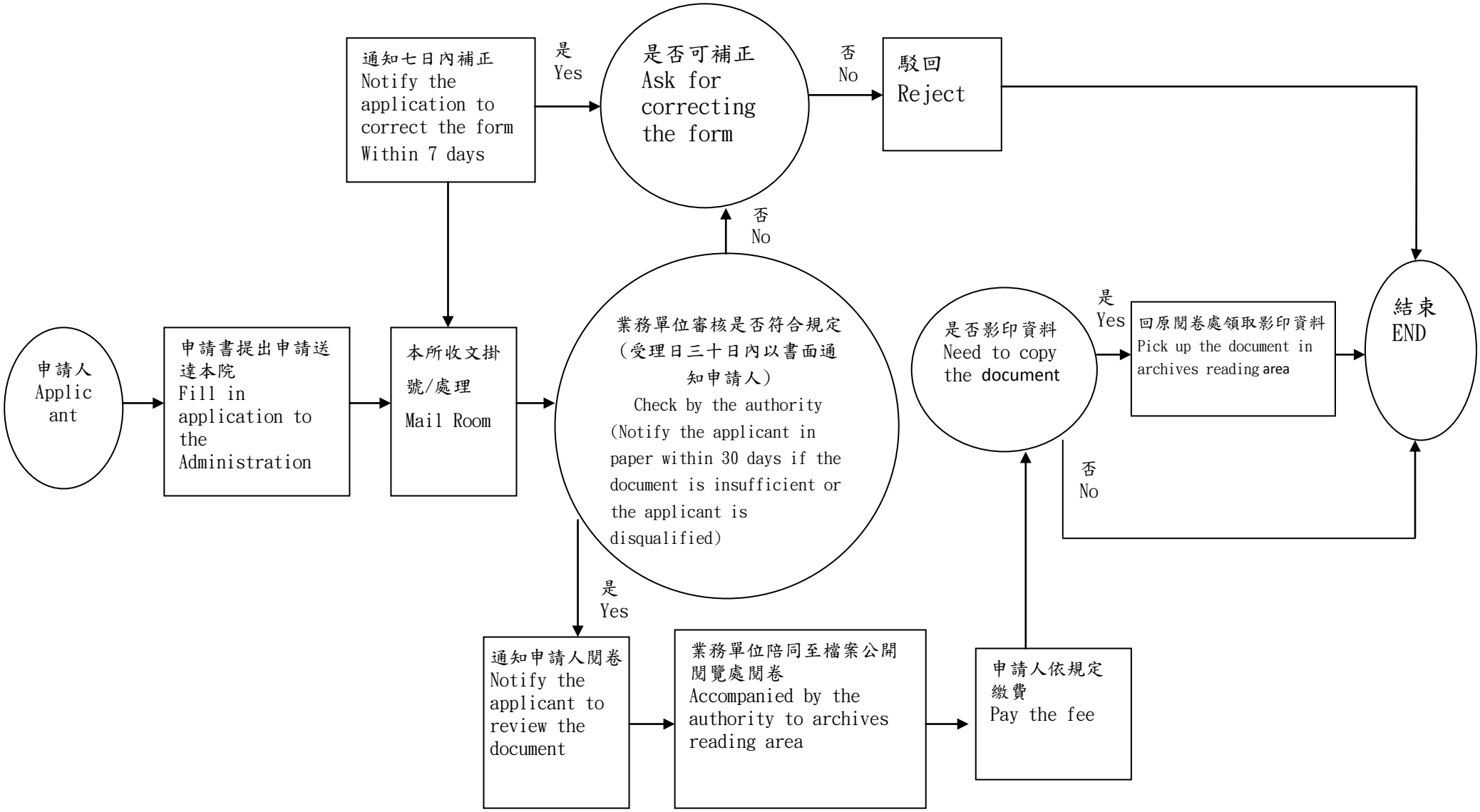法務部矯正署南投看守所申請檔案應用流程圖