

Letter of Statement

For the attention of Bureau of Energy, MOEA

Date:

I, the undersigned, have carefully read over the provisions of Articles 7, 8, and 9 of the “Notice on Application for Access to Archives, Bureau of Energy MOEA”, and hereby certify that I acknowledge the terms and conditions described therein and will observe them in all circumstances. In case of any violation of the aforementioned regulations, I shall assume all the legal responsibility.

Applicant:

(Signature)

Attached: Provisions of Articles 7-9, “Notice on Application for Access to Archives, Bureau of Energy MOEA”

7. After entering the **archives viewing room** for access to archives, the applicant should **notice** the following regulations:
 - (1) Eating/drinking, smoking, or clamor is prohibited.
 - (2) **Do** not damage or stain the environment.
 - (3) The archive shall be delivered to the applicant after the applicant signs the receipt of access to archives.
 - (4) Only pencils or a portable computer can be used for transcription of archives.
 - (5) **Do** not bring any personal object into the **archives viewing room**. Personal objects should be placed in the locker.
 - (6) Unauthorized connection to power supply **is prohibited and must not record**, photography without permission.
 - (7) Equipment supplied by the Bureau should be maintained properly; violators should be liable for any **damage** under applicable laws and regulations.
 - (8) **If applicants have to** leave the **archives viewing room temporarily**, the applicant should return the archive to the archive administrator. For an application image system, the applicant should complete the logout operation **before leaving**.
8. **The applicant needs to maintain the integrity of the archives, when viewing, copying and duplicating, and should not conduct the following behaviors:**
 - (1) Add notations to, scratch off/alter, change, remove, add marks to or contaminate the records.
 - (2) Dismantle archives bindings
 - (3) Destroy archives or alter archives contents in any other manner
9. In case **the application conducted** any of the situations described in the preceding two articles, the Bureau may stop the access and record the violation. Any behavior involving criminality will be forwarded to the prosecutor for investigation **as well as process it according to the related regulations**.

