

## 肆、各類接見相關事項

### 4. Visitation

問 4-1、收容人進入矯正機關後，何時可以辦理接見？

Q4-1: When can inmates meet visitors after they enter a correctional facility?

答：

收容人（禁止接見收容人除外）於進入矯正機關，完成新收程序確認身分後，即可於規定接見辦理時間內辦理接見。

A:

Inmates (except for inmates who are held incommunicado) can start meeting visitors at specified time after they have completed identity verification and admission process.

問 4-2、機關辦理接見的時間為何？連續假日或國定例假日可以接見嗎？

Q4-2: What are the visitation hours? Can inmates be visited on consecutive holidays or weekends or other public holidays?

答：

- 一、矯正機關辦理接見係依行政院人事行政總處每年公告之「中華民國政府機關辦公日曆表」之上班日辦理接見。
- 二、為便利無法於上班日辦理接見之民眾，國定例假日或其他休息日之接見，得由機關每月擇定至少 1 日國定例假日辦理接見，或於不同國定例假日分 2 次半日辦理。辦理之日期，機關將預先以公告於機關全球資訊網網頁、接見室之布告欄等適當方式對外公開。
- 三、外役監獄因工作時間及性質特殊，接見辦理時間由機關視工作情形自行訂定。

A:

1. Correctional facilities allow visitors on business days in accordance with the “Official Work Calendar for Government Agencies” published every year by the Directorate-General of Personnel Administration, Executive Yuan.
2. To make it convenient for people who are unable to visit their relatives held in correctional facilities on business days but on weekends, public holidays or other days off, correctional facilities may select at least one weekend or public holiday, or two half-days on two different weekends and public holidays every month to allow visitation. Correctional facilities will post the dates of weekends or public holidays open for visitation on their website and the bulletin board in visitation room, or make the dates public by other appropriate means in advance.
3. Due to working hours and special nature of open prisons, time to visit inmates in open prisons will be set by respective correctional facility.

問 4-3、請問如何辦理接見，流程為何？

Q4-3: What is the visitation process?

答：

一、接見办理流程原則如下，實際仍以各機關公告(布)為準：

(一)至服務台抽取號碼牌及填寫申請單。

(二)持身分證明文件至接見室登記窗口辦理。

(三)準備身分證明文件等候接見（依梯次等候）。

(四)窗口接見（接見過程中不得使用通訊、錄影或錄音器材）。

二、攜帶證件：國民身分證、汽機車駕照、戶籍謄本或戶口名簿(未領有國民身分證之 5 歲以上兒童)、護照或足資證明其身分之文件（須載有出生日期、身分證字號、住址、照片等資料）；外籍人士應提出護照、居留證、入出境證明。又如收容人接見對象，法規定有相關限制規定，應攜帶足供辨識與收容人關係之身分證明文件。

三、接見每次以 3 人為限，被許可接見者並得攜帶未滿 12 歲之兒童，兒童人數不計入前開人數限制。

A:

1. The visitation process is as follows in principle, but the actual process announced (published) by each correctional facility shall prevail:
  - (1) Pick up a number at the service counter and fill out an application form.
  - (2) Present ID and register at the window of visitation room.
  - (3) Prepare ID and wait for call (wait in groups).
  - (4) Visit at the window (no communication, video or audio recording equipment may be used during the visit).
2. Required ID: National ID Card, driver's license, household registration transcript or household registry (for children over 5 years old without a National ID Card), passport or other documents that suffice to prove identity (which contains date of birth, ID No., address and photograph); foreign visitors should show passport, resident permit, and certificate of entry and exit dates. If the visitors of an inmate are restricted according to law, the visitor must present documents that suffice to show his or her relationship with the inmate.
3. An inmate may meet no more than 3 visitors at a time. Visitors can bring children under 12 years of age who are not counted toward the aforementioned limit of visitors.

問 4-4、如何查詢收容人是否收容在矯正機關，或是否可以辦理接見？

Q4-4: How to inquire whether an inmate is held at a certain correctional facility, or whether the inmate can meet visitors?

答：

- 一、矯正機關於收容人新收後，均會寄發「收容人入監（院、所、校）通知單」，告知接見相關規定，並提醒收容人親屬慎防詐騙電話。
- 二、由於矯正機關提供收容人個人資料須受「個人資料保護法」規範，故於收容人入機關時，機關均請渠等自行填寫「收容人資料開放查詢意願表」，倘為勾選同意欄位者，始得提供查詢；另涉及個人隱私（如罪名、刑期、出監日期等）之資料部分，仍請逕詢收容人為宜。

A:

1. After admitting a new inmate, the correctional facility will send an “Inmate Admission & Orientation Notice”, which informs the inmate’s relatives of visitation rules and reminds them to beware of phone scams.
2. Because the personal data of inmates that may be provided by correctional facilities are subject to the Personal Information Protection Act, every inmate will be asked to fill out a “Consent to Make Personal Information Available for Inquiries” upon admission, and only information under the fields that have been checked by the inmate as consent will be made available for inquiries. For information that involves personal privacy (e.g. offense committed, term of sentence, and release date...., etc.), visitors should ask the inmates directly.

#### 問 4-5、機關拒絕民眾接見之理由為何？

Q4-5: What are the reasons by which a correctional facility may refuse the request to visit an inmate?

答：

機關拒絕接見之理由如下：

- 一、未攜帶身分證明文件、未依規定登記相關資料或非屬收容人得接見之對象。
- 二、收容人接見次數已達上限。
- 三、收容人拒絕接見。
- 四、請求接見者或收容人為經法院或檢察官依刑事訴訟法規定禁止接見之對象。
- 五、有妨害機關秩序或安全之行為。
- 六、其他法規規定應限制或禁止接見者。

A:

Reasons for refusing the visit request include:

1. The visitor did not bring any identification document, did not register relevant data as required, or is not a person that the inmate is allowed to meet.
2. The number of visits the inmate may have has reached its limit.
3. The inmate declines to see the visitor.

4. The person requesting a visit with the inmate is prohibited to visit or the inmate is held incommunicado by order of the court or prosecutor in accordance with the Code of Criminal Procedure.
5. The visitor acts in a way that disrupts the order or security of the correctional facility.
6. Visitation should be restricted or prohibited according to other rules and regulations.

#### 問 4-6、機關中止民眾接見之理由為何？

##### Q4-6: What are the reasons why a correctional facility terminates a visit?

答：

接見過程中發現有妨害機關秩序或安全之情形，或接見人使用通訊、錄影或錄音器材時，戒護人員得中止接見。

A:

When a correctional facility discovers situations that disrupt the order or security of the facility or the visitor uses communication, video and audio recording equipment during the visitation, the guard may terminate the visit.

#### 問 4-7、收容人身分類別不同，接見次數限制及對象分別為何？

##### Q4-7: What are the limits on number of visits and visitors for inmates at different levels?

答：

- 一、第四級受刑人接見以每星期 1 次為原則（任 1 天）；第三級受刑人每星期接見 1 次或 2 次；第二級受刑人接見以每 3 日 1 次為原則；第一級受刑人接見次數不予限制，但不得影響監獄管理及監獄紀律；至於不適用累進處遇之受刑人，接見以每星期 1 次為原則。對象部分，第四級受刑人得准與其親屬接見。第三級以上之受刑人，在不妨害教化的範圍內，得准其與非親屬接見；至於不適用累進處遇之受刑人，其接見對象除法規另有規定或依受刑人意願拒絕外，監獄不為限制或禁止。
- 二、被告（除禁止接見者外）及民事被管收人每日得接見 1 次；對象原則上並無限制。
- 三、受觀察勒戒人每週得接見 1 次（任 1 天）；對象除有特別理由經勒戒處所長官許可，得與其他人為之外，以配偶、直系血親為限。但有妨礙觀察勒戒處分之執行或受觀察勒戒人之利益者，得禁止或限制之。
- 四、受戒治人每週得接見 1 次（任 1 天）；對象為最近親屬及家屬；於進入心理輔導期後，得與非親屬、家屬接見，但以有益於戒治處分之執行為限，且須報經機關首長許可，始得開放接見。
- 五、受感化教育少年每週接見不得逾 2 次（任 2 天）；對象為親友，但有妨礙感化（矯正）教育之執行或學生的利益者，得禁止之。
- 六、收容少年接見次數不予限制，但不得影響機關之管理及紀律；對象為親友，但有礙於案情之調查與收容少年之利益者，得不許其接見。



七、第四等受強制工作處分人接見以每週1次為原則(任1天)；第三等受處分人每週接見1次至2次；第二等受處分人接見以每週2次(任2天)為原則；第一等受處分人接見次數不予限制，但不得影響機關管理及紀律。對象為受處分人之親友。

八、以週計算者係指星期日起至星期六止。另以日計算者則包含國定例假日。

A:

1. Level 4 prisoners may have one visit per week in principle (any day of the week); Level 3 prisoners may have one or two visits per week; Level 2 prisoners may have a visit once every 3 days in principle; Level 1 prisoners may have unlimited number of visits, which however should not adversely affect prison management and discipline. Prisoners to whom progressive treatment does not apply may have one visit per week in principle. As for visitors, Level 4 prisoners may meet their relatives. Prisoners at other levels may be allowed to meet non-relatives, provided such visit does not adversely affect the prisoner's edification. For prisoners to whom progressive treatment does not apply, the prison will not limit or prohibit the visit of any visitors, unless such a visitor is otherwise regulated or the prisoner declines to meet with such a visitor.
2. Defendants (except for defendants who are held incommunicado) and civil detainees may have one visit per day and there are no restrictions on their visitors.
3. Delinquents under rehab and observation may have one visit per week (any day of the week); their visitors are limited to spouse and lineal relatives, but exceptions can be allowed if there are special reasons and head of the rehab center has given approval. However visitation may be prohibited or restricted if the visit interferes with delinquent's rehabilitation or hinders his or her benefits.
4. Individuals receiving rehabilitation (detoxification) treatment may have one visit per week (any day of the week); their visitors are limited to their closest relatives and family members, but they may also see non-relatives and non-family members after they enter the period of psychological guidance, provided such visit benefits the abuser's rehabilitation and the head of correctional facilities has given permission.
5. Juveniles inmates ~~subjected to reformatory education~~ may have no more than two visits per week (any 2 days of the week); visitors are limited to friends and relatives. Visitation may be prohibited if it interferes with student's edification (correction) education or disbenefits the student.
6. There are no limits on the number of visits juvenile inmates may receive. However visitation may not adversely affect management and discipline of the correctional facility. Juvenile inmates may receive the visits of friends and relatives. But visitation may be prohibited if it interferes with the investigation of the case and disbenefits the juvenile.

7. Class 4 people subjected to compulsory labor may have one visit per week in principle (any day of the week); Class 3 people subjected to compulsory labor may have one to two visits per week; Class 2 people may have two visits per week in principle (any 2 days of the week); there are no limits on the number of visits Class 1 people may have. However visitation may not adversely affect management and discipline of the correctional facility and visitors are limited to friends and relatives.
8. A week starts from Sunday and ends on Saturday. Days of the week include weekends and public holidays.

問 4-8、同居人或同性伴侶可以家屬身分與收容人接見嗎？

Q4-8: Can the live-in companion or same-sex partner of inmates visit inmates as a family member?

答：

- 一、所稱家屬係依民法第 1123 條規定，同家之人，除家長外，均屬家屬。雖非親屬而以「永久共同生活」為目的同居一家者，視為家屬。
- 二、證明家屬關係，應提出足資證明之文件或由機關以調查資料認定。
- 三、民眾如以收容人家屬身分前往矯正機關申辦接見，可檢具國民身分證或戶籍資料、雙方家長切結證明、同戶籍之戶口名簿（戶籍謄本）、村鄰里長證明書或其他可資證明之文件等，作為證明文件並提出申請，經機關認定雙方關係後，即可以家屬身分辦理接見。

A:

1. Pursuant to Article 1123 of the Civil Code, persons belong to the same house are, except the head of the house, the members of the house. Persons who are not relatives but who live in the same household with the object of maintaining the common living permanently are deemed to be the members of the house.
2. To show family member relationship, visitors must present viable supporting documents or be accepted as family member by the correctional facility following investigation.
3. When a person applies at a correctional facility to visit an inmate as inmate's family member, the person can present his or her National ID Card or household registration record, affidavit signed by the parents of both the visitor and the inmate, household registry (or household registration transcript) that show the visitor and the inmate live in the same household, certificate issued by village head or other documents that suffice to show their relationship, and make application. The person can then visit the inmate as a family member after the correctional facility has checked their relationship.

問 4-9、收容人離婚，前岳父母或前夫（妻）是否可以陪同其婚生子女接見？

**Q4-9: For divorced inmates, can ex-in-laws or ex-spouse accompany their children to visit the inmate?**

答：

- 一、為維繫收容人親情網絡，促進家庭正向關係連結，收容人前配偶或曾具姻親關係之人陪同收容人子女申辦接見，機關得依相關法規或基於職權審查核准。但收容人拒絕接見者，不在此限。
- 二、機關基於職權審查時，申辦接見者請出示身分證明文件，另機關將查閱戶口名簿或戶籍謄本備註欄位之記載，確定該子女之父母欄位，與前來辦理接見者雙方之關係，於確認關係無誤後，依職權准予辦理接見。

A:

1. To help inmates maintain their family network and promote positive family relationships, when children of a divorced inmate request a visit in the company of inmate's former spouse or persons who were once related to the inmate by marriage, correctional facilities may, by law or by their authority, review the request and give approval, unless inmate decline to meet the visitors.
2. When a correctional facility reviews the visit request, the visitors must show their ID. The facility will also check the notations in household registry or household registration transcript to ascertain the child visitor's parents and relationship between the visitors and the inmate, and allow the visitation by authority.

**問 4-10、為何禁止接見被告不能辦理接見？如何得知其解除禁見而申請接見呢？**

**Q4-10: Why some inmates are held incommunicado (not allowed visitation)? How do we know if the ban has been lifted?**

答：

- 一、依刑事訴訟法規定，法院如認為被告有因接見而致其有脫逃或湮滅、偽造、變造證據或勾串共犯或證人之虞者，得依檢察官之聲請或依職權命被告禁止接見。但遇有急迫情形時，檢察官得先為必要之處分，並即時陳報法院核准。
- 二、禁止接見被告如獲解除禁見，即可辦理接見，被告可寄信或申請使用通訊設備接見通知親屬至機關辦理接見。

A:

1. Pursuant to the Code of Criminal Procedure, if a court deems that the meeting with visitors raises the concern that the defendant may escape or destroy, forge, or alter evidence or conspire with a co-offender or witness, the court may, upon the claim of the public prosecutor or by authority, prohibit the meeting. In case of emergency, the public prosecutor may take necessary actions first, then promptly report to the court for approval.

2. Defendants who are held incommunicado may start to meet visitors once their ban is lifted, upon which, defendants can send a letter to their relatives to come visit them or apply to conduct a visit via communication devices.

問 4-11、家裡發生重大事情，可否另外申辦接見？

Q4-11: Can inmates apply for additional visits when something happens to their families?

答：

收容人家裡如發生重大事情(如發生變故、家人病危或喪亡等)，得申請使用通訊設備接見，以即時聯繫；另家屬前往機關辦理一般接見時，可向機關說明事由，由機關酌情延長接見時間、辦理增加接見或為其他彈性調整措施。

A:

When something happens to an inmate's family (e.g. something unfortunate happens, or a family member is gravely ill or has passed away...., etc.), the inmate may apply for visitation using communication devices so he or she can contact family members right away. In addition, when family members request to visit an inmate at the correctional facility, they can explain the situation to the facility and the facility can consider extending the duration of visit, increasing the number of visits or making other flexible arrangements.

問 4-12、夫妻或直系血親在不同機關收容，是否可以辦理接見？

Q4-12: If the spouse or lineal relatives are held at different correctional facilities, can they visit each other?

答：

- 一、收容人之配偶或直系血親另收容於矯正機關，得檢具相關證明文件向所在機關提出使用通訊設備接見之申請。
- 二、任一方收容人如經法院或檢察官依刑事訴訟法規定禁止接見者，機關將拒絕其申請。

A:

1. If the spouse or a lineal relative of an inmate is held at another correctional facility, they can prepare relevant supporting documents and apply to their correctional facility to conduct a visit via communication devices.
2. However, if the inmate on either side is held incommunicado as determined by the court or the prosecutor in accordance with the Code of Criminal Procedure, the correctional facility may reject inmate's application.

問 4-13、請問什麼是使用通訊設備接見？申辦規定為何？

Q4-13: What is "conducting visits via communication devices"? What are the rules for application?

答：

- 一、為便利收容人與其家屬、最近親屬、律師、辯護人或其他具特定情形之人接見，矯正機關設置電話設備、遠距接見設備或其他通訊設備，提供其等即時聯繫。
- 二、申辦之對象、條件、申請程序、次數、時間、人數、梯次、通訊方式、拒絕或中止接見事由、收費及其他應遵行事項，規範於監獄及看守所辦理使用通訊設備接見辦法及機關公布之資訊。
- 三、申請人及理由：
  - (一)收容人提出申請之法定理由：
    - 1.收容人家屬或最近親屬喪亡或有生命危險。
    - 2.收容人家屬或最近親屬最近3個月，均未與其接見及通信。
    - 3.收容人配偶或直系血親另收容於矯正機關。
    - 4.收容人請求與所屬國或地區之外交、領事人員或可代表其國家或地區之人員接見。
    - 5.機關基於人道考量，或認有助於機關管理之必要。
  - (二)請求接見者提出申請之法定理由：
    - 1.家屬或最近親屬。
    - 2.律師或辯護人。
    - 3.前二項以外之人，有下列情事之一：
      - (1)年滿65歲或未滿12歲。
      - (2)疑似或罹患傳染病防治法所定之疾病。
      - (3)罹患全民健康保險保險對象免自行負擔費用辦法所定之重大傷病。
      - (4)具身心障礙情形。
      - (5)本人或其財物，因遭受災害防救法所定災難而造成禍害。
      - (6)因收容人之家屬或最近親屬喪亡或有生命危險。
      - (7)收容人所屬國或地區之外交、領事人員或可代表其國家或地區之人員。
      - (8)其他經機關認有重大或特殊之情形。
- 四、接見次數及時間：收容人使用通訊設備接見，以每月2次為原則(排除因收容人家屬或最近親屬喪亡或有生命危險、與外交或領事人員接見、與律師或辯護人接見、因個人或財物遭受災害或其他機關認有必要等情形)。每次以30分鐘為限。但機關認有必要時，得調整加減次數或時間。
- 五、接見人數：使用遠距設備接見，每次至多2人。其他通訊方式，機關得視通訊方式或接見空間限制，調整同時接見之人數。
- 六、程序及方式：
  - (一)申請人須於規定之期間檢具相關文件(詳如(二)及(三)之說明)，向收容人所在機關提出申請。申請單可向收容人所在機關索取，或至機關全球資訊網站、  
法 務 部 便 民 服 務 線 上 申 辦 系 統

([https://eservice.moj.gov.tw/lp.asp?ctNode=23461&CtUnit=6504&BaseDSD=27&mp=275&xq\\_xCat=1](https://eservice.moj.gov.tw/lp.asp?ctNode=23461&CtUnit=6504&BaseDSD=27&mp=275&xq_xCat=1))下載使用。

(二)提出申請期間：

申請人及理由		提出申請期間	
收容人提出	家屬或最近親屬喪亡或有生命危險	家屬或最近親屬喪亡後 1 個月內或有生命危險之情形後 7 日內	
	家屬或最近親屬最近 3 個月，均未與其接見及通信	請求接見日之前 7 日至前 2 日提出	
	配偶或直系血親另收容於矯正機關	請求接見日之前 7 日至前 2 日提出	
	請求與所屬國或地區之外交、領事人員或可代表其國家或地區之人員接見	請求接見日之前 7 日至前 2 日提出	
	機關基於人道考量，或認有助於機關管理之必要	依實際需要提出	
請求接見者提出	家屬或最近親屬	請求接見日之前 7 日至前 2 日提出	
	律師或辯護人	請求接見日之前 7 日至前 2 日提出	
	前二項以外之人，有下列情事之一	年滿 65 歲或未滿 12 歲	請求接見日之前 7 日至前 2 日提出
		疑似或罹患傳染病防治法所定之疾病	請求接見日之前 7 日至前 2 日提出
		罹患全民健康保險保險對象免自行負擔費用辦法所定之重大傷病	請求接見日之前 7 日至前 2 日提出
		具身心障礙情形	請求接見日之前 7 日至前 2 日提出
		本人或其財物，因遭受災害防救法所定災難而造成禍害	請求接見日之前 7 日至前 2 日提出
		因收容人之家屬或最近親屬喪亡或有生命危險	家屬或最近親屬喪亡後 1 個月內或有生命危險之情形後 7 日內
		係收容人所屬國或地區之外交、領事人員或可代表其國家或地區之人員	請求接見日之前 7 日至前 2 日提出

	其他經機關認有重大或特殊之情形	依實際需要提出
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(三)應備證明文件：

申請人及理由		應備證明文件	
收容人提出	家屬或最近親屬喪亡或有生命危險	家屬或最近親屬最近 1 月內死亡，或最近 7 日內病危之證明文件	
	家屬或最近親屬最近 3 個月，均未與其接見及通信	與接見對象之關係證明文件	
	配偶或直系血親另收容於矯正機關	與接見對象之關係證明文件	
	請求與所屬國或地區之外交、領事人員或可代表其國家或地區之人員接見	接見對象之身分證明文件(如無法提供時，機關得逕以調查之資料認定之)	
	機關基於人道考量，或認有助於機關管理之必要	機關通知之應備文件	
請求接見者提出	家屬或最近親屬	身分證明文件及其與收容人之關係證明文件	
	律師或辯護人	身分證明文件及受收容人委任或洽談委任事宜之相關證明文件	
	前二項以外之人，有下列情事之一	年滿 65 歲或未滿 12 歲	身分證明文件
		疑似或罹患傳染病防治法所定之疾病	身分證明文件及疑似或罹患傳染病相關文件
		罹患全民健康保險保險對象免自行負擔費用辦法所定之重大傷病	身分證明文件及罹患重大傷病相關文件
		具身心障礙情形	身分證明文件及身心障礙相關文件
		本人或其財物，因遭受災害防救法所定災難而造成禍害	身分證明文件及足資證明受災之文件
		因收容人之家屬或最近親屬喪亡或有生命危險	家屬或最近親屬最近 1 月內死亡，或最近 7 日內病危之證明文件



		係收容人所屬國或地區 之外交、領事人員或可 代表其國家或地區之人 員	身分證明文件及其他相關證明文件
		其他經機關認有重大或 特殊之情形	機關通知之應備文件

(四)機關於審查後，將以電話、電子郵件或其他適當方式通知，申請人應依機關指定時間及通訊方式辦理接見；申請人亦可於申請接見日之前 1 日電洽機關查詢。

(五)通訊方式以使用電話設備及其他經收容人所在機關指定之通訊設備為限。

(六)如經機關許可使用遠距設備接見，接見人應依排定接見時間，持身分證明文件親至許可辦理遠距接見之機關辦理遠距接見。

(七)申請人因故無法完成使用通訊設備接見，請以電話聯繫機關取消；如未依機關指定之時間及通訊方式辦理接見，最近 6 個月內達 3 次以上者，機關自最近一次未辦理接見日起 3 個月內得拒絕申請。

七、有下列情形之一者，機關得拒絕收容人或請求接見者申請使用通訊設備接見：

(一)收容人表示拒絕與請求接見者接見。

(二)收容人或請求接見者未依使用通訊設備接見之規定辦理。

(三)請求接見者未依機關指定之時間及通訊方式辦理接見，最近 6 個月內達 3 次以上者，機關自最近一次未辦理接見日起 3 個月內得拒絕之。

(四)收容人或請求接見者係經法院或檢察官依刑事訴訟法規定禁止接見之對象。

(五)依監獄行刑法、羈押法或其他法規，機關得對於請求接見者拒絕接見。

八、接見過程中有下列情形之一時，機關得中止接見：

(一)非被許可接見者為接見。

(二)被許可接見者使用非指定之通訊設備接見，或未經許可於接見中為攝影、錄影、錄音或使用其他影音設施。

(三)被許可接見者為謾罵喧鬧，或破壞接見處所或其設備，不聽制止。

(四)被許可接見者規避、妨害或拒絕機關依規定所為之監看或聽聞。

(五)收容人或被許可接見者有妨害機關安全或秩序之行為。

A:

1. To make it more convenient for inmates to meet with their family members, nearest relatives, attorneys, defense counsels and other people under special circumstances, correctional facilities have installed telephone equipment, remote visit equipment, or other types of communication devices for them to communicate with each other in a timely manner.

2. Who can apply for visits via communication devices, application conditions, procedures, number and duration of visits, duration, number of visitors, schedule, means of communication, reasons for rejecting or terminating a visit, charges, and other rules to abide by are stipulated in the Regulations for Conducting Visits via Communication Devices in Prisons and Detention Centers and other rules announced by correctional facilities.
3. Applicants and reasons:
  - (1) Legal reasons for inmates to make an application:
    - a. A family member or nearest relative of the inmate recently passed away or is in a life-threatening situation.
    - b. The inmate's family members or nearest relatives have not visited and corresponded with the inmate for the past three months.
    - c. The inmate's spouse or lineal relative is held at a correctional facility.
    - d. The inmate requests to meet diplomatic and consular personnel from their country or region or personnel that may represent their country or region.
    - e. The correctional facility does so based on humanitarian consideration or deems it helpful for facility management.
  - (2) Legal reasons for individuals to make an application:
    - a. Family members or nearest relatives.
    - b. Attorneys or defense counsels.
    - c. Individuals other than those specified in the preceding two paragraphs having one of the following situations:
      - (a) The individual is aged 65 or older or under the age of 12;
      - (b) The individual may be or is infected with a disease defined in the Communicable Disease Control Act.
      - (c) The individual suffers from a major illness or injury defined in the Regulations Governing the Exemption of the National Health Insurance Beneficiaries from the Co-Payment.
      - (d) The individual has physical or mental disabilities.
      - (e) The individual or the property thereof suffers damage in a disaster defined in the Disaster Prevention and Protection Act.
      - (f) The individual requests a visit because a family member or nearest relative of the inmate recently passes away or is in a life-threatening situation.
      - (g) The individual is one of the diplomatic and consular personnel from the inmate's country or region or one of the personnel that may represent the inmate's country or region.
      - (h) Other circumstances deemed major or extraordinary by the facility.

4. Number and duration of visits: An inmate may conduct visits via communication devices twice per month (excluding visits conducted for reason of family member or nearest relative recently passed away or is in life-threatening situation, meeting with diplomatic or consular personnel, meeting with attorney or defense counsel, the visitor or the property thereof suffers damage in a disaster, or other situations deemed necessary by the facility). Each visit shall be limited to 30 minutes. However the facility may increase or decrease the number or duration of visit if it deems necessary.
5. Number of visitors: When visit is conducted via remote visit equipment, there shall be no more than 2 visitors. For other means of communications, the facility may adjust the number of visitors depending on the means of communication or spatial limitations.
6. Application procedures and methods:
  - (1) Applicants must submit required documents to the facility where the inmate is held during the specified period (see descriptions in (2) and (3) below). The application form is available at correctional facilities or may be downloaded from the websites of correctional facilities as well as the e-service system of the Ministry of Justice ([https://eservice.moj.gov.tw/lp.asp?ctNode=23461&CtUnit=6504&BaseDSD=27&mp=275&xq\\_xCat=1](https://eservice.moj.gov.tw/lp.asp?ctNode=23461&CtUnit=6504&BaseDSD=27&mp=275&xq_xCat=1)).

(2) Application time:

Applicant and reason		Application period
Applied by inmate	A family member or nearest relative of the inmate recently passes away or is in a life-threatening situation	Within one month after death of the family member or nearest relative or within 7 days after the family member or nearest relative falls into a life-threatening situation
	The inmate's family members or nearest relatives have not visited and corresponded with the inmate for the past three months	Within 7 to 2 days before the requested day of visit
	The inmate's spouse or lineal relative is held at a correctional facility	Within 7 to 2 days before the requested day of visit
	The inmate requests to meet diplomatic and consular personnel from their country or region or personnel that may represent their country or region	Within 7 to 2 days before the requested day of visit

	The correctional facility does so based on humanitarian consideration or deems it helpful for facility management	Based on actual needs	
Applied by individual	Family members or nearest relatives	Within 7 to 2 days before the requested day of visit	
	Attorneys or defense counsel	Within 7 to 2 days before the requested day of visit	
	Individuals other than those specified in the preceding two paragraphs having one of the following situations	The individual is aged 65 or older or under the age of 12	Within 7 to 2 days before the requested day of visit
		The individual may be or is infected with a disease defined in the Communicable Disease Control Act	Within 7 to 2 days before the requested day of visit
		The individual suffers from a major illness or injury defined in the Regulations Governing the Exemption of the National Health Insurance Beneficiaries from the Co-Payment	Within 7 to 2 days before the requested day of visit
		The individual has physical or mental disabilities	Within 7 to 2 days before the requested day of visit
		The individual or the property thereof suffers damage in a disaster defined in the Disaster Prevention and Protection Act	Within 7 to 2 days before the requested day of visit
		The individual requests a visit because a family	With one month after the death of the inmate's family member or nearest

		member or nearest relative of the inmate recently passes away or is in a life-threatening situation	relative or within 7 days after the family member or nearest relative falls into a life-threatening situation
		The individual is one of the diplomatic and consular personnel from the inmate's country or region or one of the personnel that may represent the inmate's country or region	Within 7 to 2 days before the requested day of visit
		Other circumstances deemed major or extraordinary by the facility	Based on actual needs.

(3) Required documents:

Applicant and reason		Required documents
Applied by inmate	A family member or nearest relative of the inmate recently passes away or is in a life-threatening situation	Documents evidencing that the inmate's family member or nearest relative has passed away within the past month or that the family member or nearest relative has been in a critical condition within the past 7 days
	The inmate's family members or nearest relatives have not visited and corresponded with the inmate for the past three months	Documents evidencing relationship with the visitor
	The inmate's spouse or lineal relative is held at a correctional facility	Documents evidencing relationship with the visitor
	The inmate requests to meet diplomatic and consular personnel	Documents evidencing the identity of visitor (when such documents cannot

	from their country or region or personnel that may represent their country or region	be provided, the facility may determine the identity thereof based on the data collected during an investigation)	
	The correctional facility does so based on humanitarian consideration or deems it helpful for facility management	Documents required by the facility	
Applied by individuals	Family members or nearest relatives	Documents evidencing visitor's identity and relationship with the inmate	
	Attorneys or defense counsel	Documents evidencing visitor's identity and that the visitor is authorized by the inmate or they have been negotiating matters related to authorization	
	Individuals other than those specified in the preceding two paragraphs having one of the following situations	The individual is aged 65 or older or under the age of 12	Documents evidencing visitor's identity
		The individual may be or is infected with a disease defined in the Communicable Disease Control Act	Documents evidencing visitor's identity and that he/she may be or is infected with a communicable disease
		The individual suffers from a major illness or injury defined in the Regulations Governing the Exemption of the National Health Insurance Beneficiaries from the Co-Payment	Documents evidencing visitor's identity and that he/she suffers from a major illness and injury
The individual has physical or mental disabilities		Documents evidencing visitor's identity and that he/she has physical or mental disabilities	

<p>The individual or the property thereof suffers damage in a disaster defined in the Disaster Prevention and Protection Act</p>	<p>Documents evidencing visitor's identity and proof sufficient to establish the damage suffered</p>
<p>The individual requests a visit because A family member or nearest relative of the inmate recently passes away or is in a life-threatening situation</p>	<p>Documents evidencing that the inmate's family member or nearest relative has passed away within the past month or that the family member or nearest relative has been in a critical condition within the past seven days</p>
<p>The individual is one of the diplomatic and consular personnel from the inmate's country or region or one of the personnel that may represent the inmate's country or region</p>	<p>Documents evidencing visitor's identity and other relevant supporting documents</p>
<p>Other circumstances deemed major or extraordinary by the facility</p>	<p>Documents required by the facility</p>

- (4) The correctional facility will notify the applicants of the review results by phone, email or other appropriate means, and applicants should conduct visit in accordance with the time and means of communication designated by the facility. Applicants can also call the facility one day before the requested day of visit to inquire whether the application has been approved.
- (5) The means of communication shall be limited to telephone and other communication devices designated by the facility where the inmate is held.
- (6) If the correctional facility allows the use of remote visit equipment, the visitor should bring ID document to the designated facility at the scheduled time to make remote visit.



- (7) If the applicant cannot conduct visit via communication equipment as scheduled, he or she should call the facility to cancel the visit. If an individual has failed to conduct visits according to the time and means of communication designated by the facility three times or more over the past six months, the facility may reject his or her application within three months starting from the day of the most recent missed visit.
7. In the event of any of the following circumstances, correctional facilities may reject the application of an inmate or individual to conduct a visit via communication devices:
- (1) The inmate declines to meet with the visitor.
  - (2) The inmate or the individual requesting the visitor fails to follow the rules for conducting visit via communication devices.
  - (3) The individual requesting the visit has failed to conduct visits according to the time and means of communication designated by the facility three times or more over the past six months, and the facility may reject his or her application within three months starting from the day of the most recent missed visit.
  - (4) The inmate or the individual requesting the visit is prohibited by the court or the prosecutor from meeting visitors or the inmate in accordance with the Code of Criminal Procedure.
  - (5) The facility may reject visit requested by an individual in accordance with the Prison Act, Detention Act, or other laws and regulations
8. Any of the following circumstances occurs during a visit, the facility may terminate the visit:
- (1) The visitor is not approved for a visit.
  - (2) The individual approved for a visit uses a communication device other than those designated, or takes photographs, makes video or audio recording or uses any other audio-visual equipment without permission.
  - (3) The individual approved for a visit uses abusive language, makes a clamor, or destroys the venue or equipment and refuses to stop such acts when asked to.
  - (4) The individual approved for a visit avoids, hinders, or refuses the monitoring or listening performed by the facility according to the law.
  - (5) The inmate or the individual approved for a visit behaves in a way that adversely affects the order or security of the facility.

問 4-14、請問要接見收容人，可以事先預約嗎？

Q4-14: Can we make an appointment to visit an inmate in advance?

答：

為縮短收容人配偶、家屬或親屬辦理接見時現場等候之時間，民眾可於現場完成接見登記後，預約下次接見時間，或事先電話洽詢矯正機關，或登入矯正機關預約接見登記網申辦。申辦細節詳如問 4-15 及問 4-16 之內容。

A:

To shorten the waiting time, visitors can, after completing an in-person visit, make an appointment for the next visit, or call the correctional facility in advance, or log onto the Visitation Appointment Network of Correctional Facilities (<http://www.vst.moj.gov.tw/>) to make an appointment. For details, refer to Q4-15 and Q4-16.

#### 問 4-15、如何辦理網路預約接見？

##### Q4-15: How to make a visitation appointment on line?

答：

- 一、一般接見可至網路預約。請登入矯正機關預約接見登記網（網址為 <http://www.vst.moj.gov.tw/>）申辦。
- 二、申請對象：以收容人之配偶、直系血親、三親等內之旁系血親、二親等內之姻親且曾至矯正機關辦理一般接見 1 次以上者。
- 三、預約時間：預約接見日之前 7 日 0 時起至前 2 日下午 15 時止，但截止日若遇例假日或國定假日，則提前至該例假日或國定假日前一日截止。
- 四、完成預約手續者，可於接見前一日以前揭電話或網址確認是否預約成功。
- 五、申請人無法於預約日期及時段辦理接見者，至遲應於預約接見日之前 2 日下午 15 時前以網路或電話取消預約。如遇例假日或國定假日，應提前至該例假日或國定假日前 1 日取消預約。
- 六、預約接見服務不適用假日接見、春節及國定例假日。
- 七、完成預約手續者，請於預約接見時間前 30 分鐘，持身分證明文件(如身分證、駕照，外國人請持居留證或護照)，辦理報到登記手續後，依申請之時段辦理接見。
- 八、預約接見申請人應完成該次接見後，始得辦理下一次預約登記。
- 九、辦理預約接見時應以真實身分登錄，經查有偽造(謊報)身分者，取消使用此項服務之資格。另申請人未依預約時間完成該次接見，6 個月內逾（含）2 次者，自最近 1 次預約接見日起 3 個月內暫停受理預約。

A:

1. For regular visits, visitors can log onto the Visitation Appointment Network of Correctional Facilities (<http://www.vst.moj.gov.tw/>) to make an appointment.
2. Eligible applicants: Inmate's spouse, lineal relatives, collateral relatives by blood within third degree of kinship and relatives by marriage within second degree of kinship who have made regular visits of inmate in person at the correctional facility more than once.

3. The time for making an appointment for inmate visitation starts from 0:00 the seventh day prior to the date of planned visit to 15:00 two days prior to the date of planned visit. If the deadline falls on a weekend or public holiday, the application deadline shall be moved early to the day preceding the weekend or public holiday.
4. After completing the application, the applicant should call or go on the website on the day before the planned visit to find out whether the appointment is approved or not.
5. An applicant who is unable to make the visit at the appointed time and date should cancel the appointment online or by phone no later than 15:00 two days before the planned visit. If the day before the planned visit falls on a weekend or public holiday, the appointment should be cancelled one day before the weekend or public holiday.
6. The online appointment service does not apply to visits on weekends, Chinese New Year holidays and public holidays.
7. After confirming the appointment, the applicant should bring identification documents (e.g. National ID Card, driver's license, or resident permit or passport (for foreigners) and appear at the correctional facility at least 30 minutes before the appointed time to complete the registration formalities.
8. An applicant may not make another visitation appointment until the current visit is completed.
9. An applicant shall use his or her real identity when making an appointment. An applicant who is found to fake (or lie) about his or her identity will be disqualified for the service. If an applicant fails to show up at the appointed time more than twice accumulatively within six months, the application for visitation appointment from the same applicant will not be accepted for three months starting from the latest appointment date.

#### 問 4-16、如何辦理現場預約接見？

#### Q4-6: How to make onsite visitation appointment?

答：

- 一、申辦對象：以收容人之配偶、直系血親、三親等內之旁系血親、二親等內之姻親為限。
- 二、現場預約接見申請時間，自該接見日起二週內為限，且應完成當日接見登記後，始得預約下一次接見辦理時間。
- 三、現場預約接見完成後，機關得提供預約接見完成單作為憑證，另申請人應於預約接見時間 30 分鐘前，持足資證明身分之文件，至收容人所在矯正機關辦理報到登記手續。
- 四、申請人無法於預約日期及時段前往機關辦理接見者，至遲應於預約接見日之前 1 日 16 時前以電話取消預約，如遇例假日或國定假日，應提前至該例假日或國定假日前一日取消預約。

五、申請人未依預約時間完成該次接見，6個月內逾（含）2次者，自最近1次預約接見日起3個月內暫停受理現場預約接見。

六、現場預約接見不適用於每月第一星期之假日接見、春節或國定例假日之接見服務。

A:

1. Eligible applicants: Limited to inmate's spouse, lineal relatives, collateral relatives by blood within third degree of kinship and relatives by marriage within second degree of kinship.
2. An onsite appointment should be made within two weeks from to the date of planned visit. An applicant may not make another onsite appointment until the current visit is completed.
3. After an onsite visitation appointment is made, the correctional facility may provide the applicant with a receipt, and the applicant should bring identification documents and appear at the correctional facility at least 30 minutes before the appointed time to complete the registration formalities.
4. An applicant who is unable to make the visit at the appointed time and date should cancel the appointment by phone no later than 16:00 one day before the planned visit. If the day before the planned visit falls on a weekend or public holiday, the appointment should be cancelled one day before the weekend or public holiday.
5. If an applicant fails to show up at the appointed time more than twice accumulatively within six months, the onsite application for visitation appointment from the same applicant will not be accepted for three months from the latest appointment date.
6. The onsite appointment service does not apply to visits on the first Sunday each month, Chinese New Year holidays, weekends and other public holidays.