

Floor	Category	Item	Unit	Unit space(m ²)	Sum	Note	
Patio	Underground	Parking-lot(2-layer machenic)	40			Access height no less than 2.2m that allows for middle-size buses; 5-7 vip spaces ; measures against flood and facilitate drain should be applied.	
		Storage	2	50	100	For storing alcohol and large waste	
	Ground	Landscaping		ca. 3,200		Retain the existing trees as many as possible.	
	Gate Entrance	Outer Wall					Dividing in 2 separate and independent entrances, one for employees leading to the lobby and another for applicants of consular affairs leading to the consulate lobby. Special care for outer wall security function and privacy.
			Guard booth	1			Controlling the two entrances at the same time.
			Exhibition corridor	1			Path between the gate and the consulate lobby organized as an exhibition corridor.

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Ground floor	Consular section(outbound)	Consular lobby(with applicants windows)	1	90	90	200	On the left side facing the main building linked with the consular path, whose space allows for 80 seats, with ten applicants windows.	
		Reading room	1	80	80		Connected to the consular lobby, offering in-time publications and cultural affairs about Taiwan.	
		Washroom	1	30	30			
	Working space	Lobby	1	100	100	371	at front of the building, not connected directly with the consular lobby.	
		Visa section	Director's office	1	25		25	
			Secretary's office	2	20		40	
			Interview room	3	12		36	Two entrances leading separately to working space and the consulate lobby.
			Video room	1	30		30	Two entrances leading separately to working space and the consulate lobby.
			Computer and equipment room	1	20		20	
			File room	1	20		20	

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		Local worker's working zone	1	100	100				
		Overseas section	Director's office	1	25	25	81		
			Secretary's office	2	20	40			
			Local worker's working zone	1	16	16			
		Information section	Director's office	1	25	25	73		
			Secretary's office	2	20	40			
			Local worker's working zone	1	8	8			
		sharing space	Saloon	1	100	100	360	Reserved for employees	
			Meeting room	2	70	140			
			Storage room	2	20	40			
			Wash room	1	30	30			
			Pantry	1	20	20			
			Drivers' stand-by room	1	30	30			
		1 st floor	Sharing space	Washroom	1	30	30	580	
				Storage room	1	25	25		
				Saloon	1	75	75		Reserved for employees
				Meeting room	2	30	60		Reserved for guests invited by any section.
				Big meeting room	1	70	70		
				Machine room	1	20	20		

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		Fitness	1	120	120		
		Shower and washroom	1	60	60		
		Telegram room	3	20	60		Organized in one section with control
		File room	1	60	60		
	Working space	Administrative division	Director's office	1	25	25	137
			Secretary's office	3	20	60	
			Storage room	1	20	20	
			Local worker's working zone	1	32	32	
		Military coordination	Director's office	1	25	25	33
			Local worker's working zone	1	8	8	
		Police liaison division	Director's office	1	25	25	33
			Local worker's working zone	1	8	8	
		Research & Planning	Director's office	1	25	25	65
			Local worker's working zone	1	20	20	
			Telegram room	1	20	20	
		Immigration	Director's office	1	25	25	41
			Local worker's working zone	1	16	16	

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		division					
		Security division	Director's office	1	25	25	33
			Local worker's working zone	1	8	8	
2 nd Floor	Sharing space	Multi-function hall	1	300	300	661	15*20m , for different events' purpose, preferably with kitchen (space not included)
		Reception room	1	25	25		Reserved for vip before the event.
		Large meeting room	1	80	80		
		Middle-size meeting room	1	45	45		For deputy representative and politic division
		Storage room	2	20	40		
		Washroom	1	50	50		For guests
		Washroom	1	28	56		For employees
		Pantry	1	20	20		
		File room	1	45	45		For political and economic division
		Working space	Representative's section	Office and meeting room	1		70
Private room	1			20	20		
Security room	1			15	15		
Washroom	1			20	20	20	
Secretary's room	1			20	20	20	

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		Deputy representative's	Office and meeting room	1	45	45	45		
			Washroom	1	15	15	15		
			Secretary's room	1	20	20	20		
		Political division	Director's office	1	25	25	141		
			Secretary's office	4	20	80			
			Local worker's working zone	1	16	16			
			Storage room	1	20	20			
		Economic division	Director's office	1	25	25	161		
			Secretary's office	3	60	60			
			Local worker's working zone	1	16	16			
			Meeteing room	1	40	40			
			Storage room	1	20	20			
		Rooftop	Multi-function room		1	60	60		
			Washroom		1	28	28		
			gardening						