附件3：受控文件发放、收回、销毁登记表（JMSZXYY-JG-SOP-CX-024-02-F3）

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| 受控文件发放、收回、销毁登记表 | | | | | | | | | | |
| 项目名称 |  | | | | | | 申办方 | | |  |
| 受控文件名称 | 文件发放 | | | | 文件收回 | | | | | 文件销毁 |
| 发放日期 | 份数 | 接收人 | 发放人 | 收回日期 | 份数 | | 交件人 | 收回人 | 销毁方式：□碎纸机粉碎  □剪烂  □其他\_\_\_\_\_  执行人/日期：  监销人/日期： |
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| 备注 |  | | | |  | | | | |  |