**XXX单位**

**资产销毁记录表**

V1.0

20XX年XX月

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# 目的

本规范规定了XXX单位信息安全技术项目资产销毁记录表。

# 适用范围

本规范适用于XXX单位信息安全技术项目。

# 资产销毁记录表

附件1 资产销毁记录表

**资产销毁记录表**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 表编号： | | | | | | | |
| **资产名称** | **资产编号** | **销毁事因** | **销毁方式** | **销毁时间** | **保管人** | **审批人** | **备注** |
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