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| **PROCESO :** | | | **RESPONSABLE:** | | | | | | |
| **TEMA:** | | | | | **FECHA:** | | | | |
| **LUGAR:** | | | | | **HORA DE INICIO:** | | | **HORA FIN:** | |
| **ÍTEM** | **NOMBRE Y APELLIDOS** | **DEPENDENCIA /**  **EMPRESA** | | **CARGO** | | **CELULAR** | **CORREO ELECTRONICO** | | **FIRMA** |
| 1 |  |  | |  | |  |  | |  |
| 2 |  |  | |  | |  |  | |  |
| 3 |  |  | |  | |  |  | |  |
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| 10 |  |  | |  | |  |  | |  |
| 11 |  |  | |  | |  |  | |  |
| 12 |  |  | |  | |  |  | |  |