**Minuta de Reunión TSP – Formato MTG**

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| Nombre..............: | | | Listeners | | | | | | | Fecha: | | | //2012 |
| Moderador..........: | | | Jorge Jiménez | | | | Lugar: |  | | | | | |
| Fecha de reunión: | | | **06/08/2012** | | | | Hora de: |  | | | | A: |  |
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| **Tema/Objetivo** | | | | |  | | | | | | | | |
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| **Participantes** | |  | | | | | | | | | | | |
| **Nombre** | | | | | | | | | | | **Rol** | | |
| **Jorge Jiménez** | | | | | | | | | | | **Líder** | | |
| **Martha Jiménez** | | | | | | | | | | | **Plan/soporte** | | |
| **José Jiménez** | | | | | | | | | | | **Procesos/calidad** | | |
| **Carlos Ramos Incháustegui** | | | | | | | | | | | **Implementación/Pruebas** | | |
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| **Agenda** | |  | | | | | | | | | | | |
| **Tiempos (min.)** | | | | | | **Temas** | | | | | | **Líder de la discusión** | |
| **Plan** | **Inicio** | | | **Fin** | |  | | | | | |  | |
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| **Decisiones, Acciones e Información Clave** | | | | | | | | |
| **Qué** | | | | | | | | | **Quién** | | | | **Cuándo** |
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(Use copias adicionales de este formato si es necesario)