**Унифицированная форма № Т-3**

Утверждена постановлением Госкомстата РФ

от 5 января 2004 г. № 1

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|  |  | | Код |
|  | Форма по ОКУД | | 0301017 |
|  | | по ОКПО |  |
| наименование организации | |  |  |

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|  |  |  | Номер документа | Дата составления |  | | | | | | | | | | |
|  | **ШТАТНОЕ РАСПИСАНИЕ** |  |  |  |  | УТВЕРЖДЕНО | | | | | | | | | |
|  |  |  |  |  |  |  | | | | | | | | | |
|  |  |  |  |  |  | Приказом организации от |  | | | | г. № | |  | | |
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|  |  |  | на период |  | с |  |  | | | по |  | | |  | | Штат в количестве | |  | |  | | единиц | |
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| Структурное подразделение | | Должность (специальность, профессия), разряд, класс (категория) квалификации | Количество  штатных единиц | Тарифная ставка (оклад) и пр., руб. | Надбавки, руб. | | | Всего, руб. ((гр. 5 + гр. 6 + гр. 7 +  гр. 8) × гр. 4) | Примечание |
| наименование | код |  |  |  |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

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|  |  | Итого |  |  |  |  |  |  |  |

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| **Руководитель кадровой службы** |  |  |  |  |  |  |
|  |  | должность |  | личная подпись |  | расшифровка подписи |

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| **Главный бухгалтер** |  |  |  |  |
|  |  | личная подпись |  | расшифровка подписи |