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| **Ciudad:** |  | **Fecha:** |  | Consecutivo: |  |
| **Compañía:** |  | **Hora Inicio:** |  | Hora Finalización: |  |

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| **TIPO DE REUNIÓN** | | | | | | | | | |
| Gerencia |  | Operaciones |  | CASSIMA |  | COPASO |  | Otra ¿Cual? |  |

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| COMENTARIOS DE LA REUNIÓN ANTERIOR |
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| **PARTICIPANTES** | | | | |
| **#** | **Nombre** | **Cargo o Puesto** | **Empresa** | **Firma** |
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| **TEMAS TRATADOS** |
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| **Tareas y/o Conclusiones** | **Responsable** | **Fecha Limite** |
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| **OBSERVACIONES** |
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