○○○中央廚房

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| 制定日期 | ○○.○○.○○ | |  |  | 文件名稱 | | |  | 文件編號: G-4-2-03 | | | | |  |
|  |  |  |  |  | |  |  |  |  |  |  |  |  |  |
| 制定單位 | HACCP 管制小組 | |  | 退貨紀錄表 | | | |  | 版次：1.0 | |  | 頁次:16/38 | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 頻率: 貨品無法符合採購標準時 | | | | |  |  |  |  |  |  |  |  |  |  |
| 日期 | 退貨品名 | 廠商名稱 | | 退貨 |  | 廠商 |  | 退貨原因 | | 實際退貨 | |  | 備註 |  |
| 數量 |  | 聯絡人 |  | 日期 | |  |  |
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衛管人員： 單位營養師:

照片留存：