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| Sesión No. | Fecha: |
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| Asistencia | Nombre | Puesto |
| Directivos |  |  |
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| Administrativos |  |  |
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1. **Apertura de SesiónHora \_\_\_\_\_\_\_\_\_\_\_\_\_**

**2. Aprobación de la Agenda:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

===============================================================================

1. **Puntos de Agenda:**

3.1Solicitante: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Resumen del punto:

Xxxxxx

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| Resolución |
| Aprobado |  | No aprobado |  | Pendiente |  | Enterados |  |

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3.2 Solicitante: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Resumen del punto:

Xxxxxx

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| Resolución |
| Aprobado |  | No aprobado |  | Pendiente |  | Enterados |  |

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3.3 Solicitante: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Resumen del punto:

Xxxxxx

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| Resolución |
| Aprobado |  | No aprobado |  | Pendiente |  | Enterados |  |

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Finalizó \_\_\_\_\_\_\_\_ HORAS.

Nombre de Responsable de Elaboración: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Firma:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_