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| Código de Plan a modificar: | **#** | No. de modificación # . | Proceso: | (donde se aplica el plan) |

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| **TIPO DE ACCIÓN:** | Acción de mejora: |  | Gestión de Riesgo  (Acción preventiva): |  | Acción correctiva: |  |  |

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| **No. de ACCIÓN o ACCIONES a MODIFICAR:** | | | | | | | |  | | | | | | | | | | | | | | | | | |
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| **TIPO DE MODIFICACIÓN:** | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | |  | Redacción de Acción: | | | |  | Eliminación de Acción | | |  | Adición de Acción | | | |  | Ampliación de Acción | |  | |  | Reducción de Acción | |
|  |  | | |  | Responsable | | | |  | Fechas de ejecución | | |  | Otra: | | | |  |  | |  | |  |  | |
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| Justificación: | | | (Razón del cambio en plan de acción) | | | | | | | | | | | | | | | | | | | | | | |
| **DESCRIPCION DEL CAMBIO:** | | | | | | | | | | | | | | | | | | | | | | | | | |
| **No.** | | **Acción a realizar** | | | | | | | | | | **Responsable** | | | | **Fecha inicio** | | | | **Fecha fin** | | **Avances** | | | |
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| Líder o responsable/ puesto: | | | | | | (nombre del líder o jefe/ puesto que ocupa) | | | | | | | | | Fecha de solicitud: | | | | | | |  | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| Firma Líder del Proceso  (Nombre) | | | | | | |  | | | | Firma Enlace del Proceso (Nombre) | | | | | |  | | | | | | | | Firma Jefatura de Procesos (Nombre) |