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| **Dependencia:** |  | **Nombre del Expediente:** |  |
| **Serie:** |  | **Fecha de diligenciamiento:** |  |
| **Subserie:** |  | | |

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| **Fecha (D/M/A)** | **Tipo documental** | **Folios** | **Observaciones** |
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| **Convenciones:** R: Folio recto, primera cara de un folio V: Folio vuelto segunda cara de un folio R/V: Folio escrito por recto y vuelto | | | |

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| **Nombre Completo Funcionario Responsable del Archivo de Gestión** | |  |  | **Firma** |  | |
|  |  |  |  |  |  | |
| **Nombre Completo del Jefe de la Dependencia** | |  |  | **Firma** |  | |