様式第8号(第40条関係)

文書引継表

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|  | | | 課長 | | リーダー | | | 文書責任者 | 作成者 |
| ㊞ | | ㊞ | | | ㊞ | ㊞ |
| A　担当課名 | | B　文書登録No. | | | | | C　引継年月日 | | |
| D　保存年限 | | E　満期年限 | | | | | F　改訂満期 | | |
| G　文書内容 | | | | | | | H　保存場所及び保存箱番号 | | |
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