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| 附件1 | |  |  |  |  |  | |  | |  | | |  | | |  | |  | |
| **办公用房调整使用情况登记表** | | | | | | | | | | | | | | | | | | | |
| 部门名称（盖章）： | | | | | | | | | | | | | | | 填报日期：2018年11月 日 | | | | |
| 序号 | 楼栋名称 | | 房号 | 姓名 | 职级 | | 职称 | | 控制标准㎡ | | 所在办公室实际面积㎡ | | | | 是否超标 | | 超标面积㎡ | | 备注 |
| 1 | XX楼 | | XXXX |  |  | |  | |  | |  | | | |  | |  | |  |
| 2 |  |  | |  | |  | |  |
| 3 | XXXX |  |  | |  | |  | |  | | | |  | |  | |  |
| 4 |  |  | |  | |  | |  |
| 5 | XXXX |  |  | |  | |  | |  | | | |  | |  | |  |
|  |  |  | |  | |  | |
|  | | | | | | | | | | | | | | | | | | | |
| 部门负责人： | | |  | | | | | | | | | 填表人： | |  | | | | | |