**资阳环境科技职业学院文件传阅签**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 来文名称 |

|  |
| --- |
|  |
|  |

 | 接文日期 |  |
| 发文部门 |  | 文号 |  | 密 级 |  |
| 党政办主任阅处 |  |
| 分管领导阅处 |  |
| 传阅记录 |  |  |  |  |  |  |  |  |  |  |  |
| 阅文日期 |  |  |  |  |  |  |  |  |  |  |  |
| 承办部门处理意见 |  |
| 存档备注 |  |