附件2

外郎乡机关干部下村报告单

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **下村人姓名** |  | | **下村时间** |  | |
| **下村地点** |  | | **下村事由** |  | |
| **分管领导**  **审批意见** |  | | **主要领导**  **审批意见** |  | |
| **里程起始数** |  | **里程终止数** |  | **实际里程数** |  |
| **用车者姓名** |  | | **车牌号** |  | |