附件2

外郎乡机关干部下村报告单

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| --- | --- | --- | --- |
| **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** |  |