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| **ساعت شروع:** | | | **محل برگزاري:** | | | | | | | **دبير جلسه:** | | | | | **تاريخ جلسه:** | | | |
| **ساعت پايان:** | | | **موضوع جلسه:** | | | | | | | | | | | | | | | |
| **سمت** | **نام** | | | | **سازمان** | | **رديف** | | **سمت** | | | **نام** | | **سازمان** | | | **رديف** | **اعضا حاضر**  **در جلسه** |
|  |  | | | |  | | **4** | |  | | |  | |  | | | **1** |
|  |  | | | |  | | **5** | |  | | |  | |  | | | **2** |
|  |  | | | |  | | **6** | |  | | |  | |  | | | **3** |
| **موارد مورد تایید و توافق اعضای حاضر در جلسه** | | | | | | | | | | | | | | | | | | **رديف** |
|  | | | | | | | | | | | | | | | | | |  |
|  |  |  | |  | |  | |  | | |  | |  |  | |  | | **محل امض**  **ا حاضرین :** |