附件4

部门内资产设备调拨汇总表

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| **调拨单号** | **日期** | **数量** | **原值** | **调拨前保管人** | **调拨后保管人** | **调拨后保管人签字** | **资产编号** |
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| **部门主管意见****(签字盖章)** | **年 月 日** |

　　填表须知：本表在部门内每批次调拨后填写，调拨前后保管

人签字确认，原件存档。