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| **ACTIVIDAD:** |  | **RESPONSABLE:** |  |
| **LUGAR:** |  | **FECHA:** |  | **HORA INICIAL:** |  | **HORA** **FINAL:** |  |
| **No.** | **NOMBRE Y APELLIDOS** | **No. DE DOCUMENTO** | **ENTIDAD/DEPENDENCIA/CARGO** | **TELEFONO/CELULAR** | **E-MAIL** | **FIRMA** |
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