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|  | **NOMBRE** |  |
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# Propósito

# Alcance

# Responsabilidades

# Políticas de operación y normas.

# Descripción del procedimiento:

| **N°** | **RESPONSABLE** | **ACTIVIDAD** |
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1. **Documentos de referencia:**

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| **DOCUMENTO** | **CÓDIGO** |
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| **REGISTRO** | **TIEMPO DE CONSERVACIÓN** | **RESPONSABLE DE CONSERVACIÓN** | **CÓDIGO** |
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1. **Glosario**
2. **Control de cambios**

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| --- | --- | --- |
| **Revisión** | **Descripción del cambio** | **Fecha** |
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