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|  | **DIRECCIÓN DE ADMINISTRACIÓN**  **SUBDIRECCION DE RECURSOS HUMANOS**  **REGISTRO DE ASISTENCIA** |  |



**NOMBRE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ R.F.C.\_\_\_\_\_\_\_\_\_\_\_\_\_\_ QNA.\_\_\_\_ AREA:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**HORARIO:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DÍAS DE DESCANSO:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NO. DE CREDENCIAL:\_\_\_\_\_\_\_\_ EXTENSIÓN:\_\_\_\_\_\_\_\_\_\_\_**

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| **FECHA** | **HORA DE ENTRADA** | **FIRMA** | **HORA DE SALIDA** | **FIRMA** | **OBSERVACIONES** |
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**Nombre y firma del Jefe del área**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**