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| **加班情况统计表**   部门： | | | | | |
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| 序号 | 工作任务 | 工作时间 | 加班人员 | 是否刷脸 | 备注 |
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| **上报时间： 部门负责人签字： 分管领导签字：** | | | | | |
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