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| **FECHA/HORA DE LA SOLICITUD** | **TIPO DE SOLICITUD** | **DEPENDENCIA/NOMBRE DEL SOLICITANTE** | **EXTENSION** | **DESCRIPCION DE LA SOLICITUD** | **OBSERVACIONES DE SEGUIMIENTO** | **FECHA/HORA DE REALIZACION** | **FIRMA DEL RECEPTOR** |
| **TEL.** | **DATARSOFT** | **VERBAL** | **E-MAIL** |
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