**REUNIÓN DE APERTURA REUNION DE CIERRE**

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| **Fecha** |  | **Lugar de reunión** |  |
| **Hora Inicio** |  | **Hora Fin** |  |

1. **ASISTENTES**

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| **ASISTENTES** | |
| **NOMBRE** | **CARGO** |
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1. **AGENDA PROPUESTA**

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1. **DESARROLLO DE LA AGENDA**

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1. **COMPROMISOS**

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| **COMPROMISO** | **FECHA DE VENCIMIENTO** | **RESPONSABLE** |
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En constancia firman;

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| AUDITOR LIDER | AUDITADO |