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| **Birim** |  | | | | | | | | | | | **Tarih** | | **:** |  | |
| **Konu** |  | | | | | | | | | | | **Başl. Saati** | | **:** |  | |
| **Bitiş Saati** | | **:** |  | |
| **S. No** | **KARARLAR** | | | | | | | **SORUMLU** | | | **BAŞ. TARİHİ** | | **BİT. TARİHİ** | | | **DURUM** |
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| **KATILIMCILAR** | | |  | | | | | | | | | | | | | |
| |  |  | | --- | --- | |  |  | |  |  | | Önlemler, sorumlu kişi ve termin belirlendi | | | |  |  | | --- | --- | |  |  | |  |  | | Önlemler Uygulandı | |  |  | | --- | --- | |  |  | |  |  | | Alınan Önlemlerin Etkinliği Değerlendirildi | | |  |  | | --- | --- | |  |  | |  |  | | Gerekli ise doküman değişikliği yapıldı, ilgili kişiler bilgilendirildi. | | | | | | |
| **DAĞITIM** | |  | | | | | | | | | | | | | | |