

大型仪器设备履历书

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| **中文名称** |  | **设备编号** |  |
| **英文名称** |  | **金 额** |  |
| **型 号** |  | **经费来源** |  |
| **生产厂商** |  | **国 别** |  |
| **出厂日期** |  | **入账日期** |  |
| **使用单位** |  | **保 管 人** |  |
| **使用部门** |  | **责 任 人** |  |
| **安置地点** |  |
| **照 片** |  |

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| **详细技术规格** |  |
| **技术资料清单** | **资料保管人**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| **质量验收结论** | (必要时可附其他辅助材料)**负责人**\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **验收人**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **操作规程** |
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| **制 作 人： 审 定 人： 年 月 日** |
| **附件备件明细表** |
| **名 称** | **数 量** | **名 称** | **数 量** |
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| **移交记录** |
| **日 期** | **原责任人** | **新责任人及其所属单位** | **存放地点** |
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| **增加或减少价值的变动记录** |
| **日 期** | **内 容** | **增 减** | **变动额** | **现 值** | **经办人** |
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| **保养、检查、维修记录**（每次保养、检查、检修均应记明日期和情况，由执行人签名） |
| **日 期** | **内 容** | **执 行 人** |
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| **全年使用记录汇总** （每自然年记一次） |
| **年份** | **次数** | **小时** | **年份** | **次数** | **小时** |
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| **调拨记录** |
| **日 期** | **摘 要** | **经办人、交接人签名** |
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| **其 他 事 项** |
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| **报废情况** |
| **报废原因：** |
| **专家意见** |
| **专家姓名** | **所属单位** | **意见** |
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| **报废时照片** |