会议议题呈报件批办单

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| 呈报部室 |  | 运转号 |  | 呈报时间 |  |
| 内容标题 |  | | | | |
| 党组书记、理事长批示 |  | | | | |
| 分管领导批办意见 |  | | | | |
| 办公室审核意见 |  | | | | |
| 部室拟办意见 |  | | | | |
| 办理情况 |  | | | 承办人 |  |
| 联系电话 |  |