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| **Responsable:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Fecha**  **\_\_\_/\_\_\_/\_\_\_** | **Folio:**  **\_\_\_\_\_\_\_\_\_** |

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| No de Inventario | Descripción del bien | Número  de serie | Nueva Ubicación | No. de empleado  Nuevo responsable |
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| Titular del área | Responsable | Responsable nuevo | Vo. Bo. Departamento  de Recursos Materiales |