**劳保用品发放记录**

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| 序号 | 劳保用品名称 | 数量/单位 | 发放日期 | 领用签字 |
| 1 | 安全帽 | 10 | 2020.3.2 |  |
| 2 | 夏装 | 10 | 2020.5.20 |  |
| 3 | 绝缘手套 | 20 | 2020.6.2 |  |
| 4 | 雨衣 | 10 | 2020.7.2 |  |
| 5 | 冬装 | 10 | 2020.10.25 |  |
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发放部门： 综合部