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| --- | --- | --- | --- | --- |
|  | 部门  Department | 姓名  Name | 签名  Signature | 日期  Date |
| 起草  Prepared by | {{preparedDep}} | {{prepared}} | {{preparedSign}} | {{preparedDate}} |
| 审核  Reviewed by | {{reviewed1Dep}} | {{reviewed1}} | {{reviewed1Sign}} | {{reviewed1Date}} |
| {{reviewed2Dep}} | {{reviewed2}} | {{reviewed2Sign}} | {{reviewed2Date}} |
| {{reviewed3Dep}} | {{reviewed3}} | {{reviewed3Sign}} | {{reviewed3Date}} |
| {{reviewed4Dep}} | {{reviewed4}} | {{reviewed4Sign}} | {{reviewed4Date}} |
| {{reviewed5Dep}} | {{reviewed5}} | {{reviewed5Sign}} | {{reviewed5Date}} |
| 批准  Approved by | {{approvedDep}} | {{approved}} | {{approvedSign}} | {{approvedDate}} |

生效日期 Effective Date：{{effectiveDate}}