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|  |  | | |  | | | | | |  | | | | 総括 | | | | 主任 | | | | | | | 担当 | | | | | |
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|  | | | | 早出 | | | | | | 出勤届 | | | | | | | | | | | | | | | | | | | | |
| 残業 | | | | | |
|  | | | | | | | | | | | | | | 平成 | | |  | | 年 | | |  | | 月 | | | |  | | 日 |
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| 会社名 | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | |
| 代表者 | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | 印 | |
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| 下記のとおり作業を行いますので届出ます。 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 作業名称 | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 作業場所 | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 期間 | | 平成 | | |  | | | | 年 | | |  | | | | 月 | | | | |  | | | | | | 日から | | | |
| 平成 | | |  | | | | 年 | | |  | | | | 月 | | | | |  | | | | | | 日まで | | | |
| 時間 | | 午前 |  | | | 時 | |  | | 分から | | |  | | 午前 | |  | | | 時 | | |  | | | 分まで | | | | |
| 午後 | 午後 | |
| 作業内容 | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 責任者 | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 出勤者数 | |  | | | | | 名 | | | | | | | | | | | | | | | | | | | | | | | |
| 備考 | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| ※　作業実施月毎に実施日の前日までに提出のこと。 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |