**北京中医药大学校属各单位负责人离京、出境报备单**

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| **姓名** |  | **单位** |  | | **职务** | |  |
| **时间** |  | | | | | | |
| **地区和单位** |  | | | | | | |
| **事由** |  | | | | | | |
| **主管校领导**  **意见** |  | | | | | | |
| **党校办**  **签收时间** |  | | | **签收人** | |  | |

备注：本表经主管校领导批准后，报党委办公室、校长办公室行政科（311房间）备案。