教职工缺勤登记追踪记录表

**日期： 记录人：**

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| --- | --- | --- | --- | --- | --- |
| **姓名** |  | **性别** |  | **身份证号** |  |
| **部门、单位** |  |
| **本人****联系方式** |  | **紧急联系人****联系方式** |  |
| **现居地** |  |
| **缺勤原因** |  |
| **追踪记录** | **日期** | **身体状况** | **日期** | **身体状况** |
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| **返岗日期** |  |
| **备注** | 附相关就诊资料 |