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| |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | \\Mpramirez\mis documentos\Mis imágenes\Logo Igac_color_vert.jpg | | **RÓTULO PARA MOBILIARIO DE ARCHIVO** | | | | | | | |  | OFICINA PRODUCTORA | |  | |  |  | |  | |  | Código | |  | Nombre | |  | |  |  | | |  | | | |  | |  | CÓDIGO DE LA SERIE O SUBSERIE\*\* | | NOMBRE DE LA SERIE O SUBSERIE | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | | GESTIÓN DOCUMENTAL | | | | | | | FO-GDO-PC03-04. V1 | | | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | \\Mpramirez\mis documentos\Mis imágenes\Logo Igac_color_vert.jpg | | **RÓTULO PARA MOBILIARIO DE ARCHIVO** | | | | | | | |  | OFICINA PRODUCTORA | |  | |  |  | |  | |  | Código | |  | Nombre | |  | |  |  | | |  | | | |  | |  | CÓDIGO DE LA SERIE O SUBSERIE\*\* | | NOMBRE DE LA SERIE O SUBSERIE | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | |  |  | |  | | | | |  | | GESTIÓN DOCUMENTAL | | | | | | | FO-GDO-PC03-04. V1 | | |
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**INSTRUCCIONES DE DILIGENCIAMIENTO**

(no imprima esta hoja)

Diligencie de acuerdo a la siguiente descripción:

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| **OFICINA PRODUCTORA / CÓDIGO** | Consignar el código de la oficina productora que produce la serie o subserie documental como resultado del ejercicio de sus funciones. |
| **OFICINA PRODUCTORA / NOMBRE** | Consignar el nombre de la oficina productora que produce la serie o subserie documental como resultado del ejercicio de sus funciones. |
| **SERIE / CÓDIGO** | Consignar el código de la serie documental, según lo definido en el Cuadro de Clasificación Documental – CCD, las Tablas de Retención Documental - TRD o Tablas de Valoración Documental – TVD. Según corresponda |
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