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| נושא:  |  |
| נערך ביום: |  | שעה:  |  | במקום:  |  |
| נוהל ע"י: |  | סוכם ע"י : |  |
| נוכחים: |  |
| לא נכחו: |  | תפוצה: |  |

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| # | נושא / פעולה לביצוע | אחראי  | תאריך יעד | סטטוס |
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