**物业管理中心“服务事项问题清单”**

填报部门：

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| --- | --- | --- | --- | --- | --- |
| 序号 | 问题事项 | 整改措施 | 完成时限 | 责任人 | 备注 |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| 7 |  |  |  |  |  |
| 8 |  |  |  |  |  |
| 9 |  |  |  |  |  |
| 10 |  |  |  |  |  |
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（注：各部门可根据实际情况增加表格行数）