附件4

测绘成果资料档案销毁登记表（参考模板）

送销单位：

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 序号 | 资料名称 | 资料编号 | 载体形式 | 销毁理由 | 批准人 | 销毁人 | 监销人 | 销毁时间 | 销毁地点 | 销毁方式 |
| 1 |  |  | □ 纸质  □ 光盘  □ 磁盘  □ 其它 |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

备注：登记信息应尽量详细，不得将一批的多份资料登记为一条记录。