*Załącznik Nr 5*

*Zarządzenia Nr 49/2019*

*Rektora UMCS*

**Rejestr wyjść**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| L.p. | Data | Imię i nazwisko | Symb.wyjścia | Godzina | Dokąd lub (cel wyjścia służbowego) | Liczba minut-przyczyna | Podpis |
| wyjścia | przyjścia | M | P | S | O | U | N |
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Objaśnienia symboli wyjść: S- zwolnienia w celach szkoleniowych

ŁS- wyjście w celach służbowych O- zwolnienia w sprawach osobistych

M-zwolnienie dla matek karmiących U-pozostałe nieobecności usprawiedliwione

P- zwolnienia do prac społecznych N- nieobecności nieusprawiedliwione