**Anexo 37**

**Reporte para el Acta Circunstanciada de la recepción de los**

**Paquetes en la Dirección Distrital (número)**

**Fecha de elaboración: dd/mm/aa**

**Hora: hh:mm**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Unidad Territorial** | | **Mesa (M)**  **(Número)** | **Paquete en sede**  **Sí/No** | **Hora de llegada** | **Muestras de alteración** | **Hora de**  **recepción** | **Observaciones** |
| **Clave** | **Nombre** | **Sí/No** |
| **1** |  |  |  |  |  |  |  |  |
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**Nombre y firma de la persona responsable**

**DEOEyG/FR/01**