**OFICINA PRODUCTORA:**

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| **CODIGO** | **SERIE Y/O TIPOS DOCUMENTALES** | **RETENCION** | | **TRADICION** | | **DISPOSICIÓN FINAL** | | | | **PROCEDIMIENTO** |
| **AG** | **AC** | **O** | **C** | **CT** | **M** | **S** | **E** |
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| **CONVENCIONES**  Firma del Responsable: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Fecha: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **DISPOSICION FINAL** | | **SOPORTE** |
| CT= CONSERVACIÓN TOTAL | S= SELECCION | O= ORIGINAL |
| M= MICROFILMACION | E= ELIMINACION | C= COPIA |