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| --- | --- | --- | --- | --- |
| volgnummer (VF-jjjj-xx) | uitgeschreven door | datum | | |
| VF- - |  |  | | |
| **ONDERWERP** | | | | |
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| **OORZAAK / ANALYSE** | | | | |
|  | | | | |
| **OMVANG (methode, procedure, afdeling, gehele organisatie)** | | | | |
|  | | | | |
| **OPLOSSING (corrigerende / preventieve maatregel)** | | | | |
| **actie** | | | **verantw.** | **plan gereed** |
|  | | |  |  |
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|  | | |  |  |
| **OPERATIONALITEIT / VERIFICATIE** | | | | |
| **bevindingen** | | | **door** | **datum** |
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