附件2

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| IDC机房出入登记表 | | | | |
| **姓 名** | **部 门** | **进入时间**  **（年月日时分）** | **事由及操作设备** | **离开时间**  **（年月日时分）** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |