**食品学院实验室科教副产品出入库管理台账**

**部门/课题组名称： 部门/课题负责人：**  **单位：斤、元**

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| **入库** | | | | | | **出库** | | | | | | | | | | |
| **销售** | | | | | | | | **其它方式处理** | | **负责人**  **签名** |
| **序号** | **副产品**  **名称** | **来源** | **数量** | **入库**  **时间** | **经手及**  **见证人员** | **序号** | **副产品**  **名称** | **数量** | **时间** | **经手及**  **见证人员** | **销售**  **单价** | **合计金额** | **剩余**  **库存** | **品鉴/**  **当废料处理等** | **经手及见证人** |
| **1** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **5** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **6** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **7** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

备注：其它方式处理主要指的是实验室因实验活动加工的不能长期存放的食品等产品，馈赠、品尝时注明具体对象