附件3

# 北京市住房和城乡建设委员会

# 项目申报书

**项目名称：**

**申报单位（盖章）：**

**年 月 日**

**填 写 说 明**

1. 任务书各项内容用钢笔填写或计算机打印填报（A4），字迹要工整清楚，页面保持整洁。
2. 任务书中各栏大小可随内容调整。不够时，可以自行加页。
3. 内容涉及到外文名称，要写清全称和缩写字母。

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| **一、申报单位简要情况** | | | | | | | | | | | | | |
| **名称** | | |  | | | | | **负责人** | | |  | | |
| **地址** | | |  | | | | | **联系电话** | | |  | | |
| **成立时间** | | |  | | | | | **员工人数** | | |  | | |
| **二、目标和思路** | | | | | | | | | | | | | |
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| **三、工作方案** | | | | | | | | | | | | | |
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| **四、提交的成果** | | | | | | | | | | | | | |
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| **五、进度安排** | | | | | | | | | | | | | |
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| **六、项目负责人** | | | | | | | | | | | | |
| **姓名** |  | | | **性别** | |  | **年龄** |  | | **学历** | |  |
| **职务** |  | | | | | **职称** |  | | | | | |
| **联系方式** | | | | **座机：** | | | | | **手机：** | | | |
| **七、联系人** | | | | | | | | | | | | |
| **姓名** |  | | | **性别** | |  | **年龄** |  | | **学历** | |  |
| **职务** |  | | | | | **职称** |  | | | | | |
| **联系方式** | | | | **座机：** | | | | | **手机：** | | | |
| **七、参加人员** | | | | | | | | | | | | |
| **姓名** | | **性别** | | | **年龄** | **学历** | **职称** | | **在本项目内承担任务** | | | |
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| **申报**  **单位** | 负责人：  单位公章：  年 月 日 | | | | | | | | | | | |