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| **可攜式設備使用查核表** | | | | | | | |
| **查核者\*：** | | | | **查核日期\*：** | | | | |
| **項次** | **使用者** | **使用者單位** | **設備名稱\*** | **查核結果** | | | **備註**  **說明** | |
| **無非法軟體\*** | **有安裝防毒軟體\*** | **有更新最新病毒碼\*** |
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