广西医科大学

2024年度基层团委工作台帐

**单位：**

**负责人：**

**使用时间： 年 月 至 年 月**

共青团广西医科大学委员会监制

二O二四年十二月

**使用说明**

一、为加强基层团组织的组织建设和基础工作，促进基层团组织工作的制度化、规范化、科学化，提高基层团工作的水平，特制定本台帐，供基层团组织使用。

二、在台帐中所做的各项记录必须实事求是、字迹清楚。本台帐必须由组织委员保管，工作调动时，应及时办理本台帐的移交手续。

三、团内有关会议（包括团委委员会议、团委工作例会等）均应在《团委有关会议记录》中予以记录；团内有关活动（包括各项主题活动，以及推动团的基层组织建设的活动等）均应在《团委有关活动记录》中予以记录。

四、本台帐每年度交同级党组织审阅并签署意见。

五、本台帐作为各级“五四红旗团委”等评选考核申报材料之一。

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**团委简况**

**团委组织简况**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **团委书记姓名** | | | | | **所辖团（总）支部数** | | | |
|  | | | | |  | | | |
| **团员**  **总数** | **其中** | | | | **14-28岁**  **青年数** | | **29-35岁**  **青年数** | |
| **教职工**  **团员数** | **学生**  **团员数** | **少数民族**  **团员数** | **女团员数** |
|  |  |  |  |  |  | |  | |
| **团干**  **总数** | **其中** | | **最近一次换届时间** | **团费**  **余额** | **2024年**  **上半年**  **（1-6月）** | | **2024年**  **下半年**  **（7-12月）** | |
| **职工团干数** | **学生团干数** | **应缴团费** | **实缴团费** | **应缴团费** | **实缴团费** |
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**团委班子成员名单**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **姓名** | **性别** | **出生年月** | **政治面貌** | **团内职务** | **兼任工作** |
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**团委下属团组织情况一览表**

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| --- | --- | --- | --- | --- |
| **团支部名称** | **负责人**  **姓名** | **联系电话** | **团员数**  **青年数** | **团费数**  **已缴数** |
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**团费收支记录**

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| --- | --- | --- | --- | --- | --- |
| **序号** | **日期** | **用 途** | **收入** | **支出** | **余额** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
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| 8 |  |  |  |  |  |
| 9 |  |  |  |  |  |
| 10 |  |  |  |  |  |
| **小计** |  |  |  |  |  |

**荣誉登记表**

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| --- | --- | --- | --- | --- | --- |
| **序号** | **荣誉名称（校级及以上）** | **获奖**  **时间** | **获奖者**  **（集体或个人）** | **奖励**  **情况** | **备注** |
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**推荐入党积极分子人选汇总表**

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| --- | --- | --- | --- | --- | --- | --- |
| **序号** | **姓名** | **性别** | **民族** | **出生年月** | **专业班级** | **现任职务** |
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（可附页）

**团员团纪处理情况记录**

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| --- | --- | --- | --- |
| **姓名** | **时间** | **处理类型** | **处理原因** |
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**团委有关会议记录**

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| --- | --- | --- | --- | --- | --- |
| **会议名称** |  | | | | |
| **会议主题** |  | | | | |
| **时 间** |  | **地 点** |  | **主持人** |  |
| **与会人员** |  | | | | |
| **缺席人员** |  | | | | |
| **会**  **议**  **记**  **录** | 记录人： | | | | |

（可附页）

**团委有关活动记录**

|  |  |
| --- | --- |
| **活动名称** |  |
| **活动主题** |  |
| **活动时间** |  |
| **活动地点** |  |
| **参与人员** |  |
| **活动内容：（活动阶段、活动环节、实施情况、取得成效等）**  记录人： | |

活动资料（照片、总结等）附后

**团委年度工作总结**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| |  |  |  |  | | --- | --- | --- | --- | | 学社衔接率  （注：若无请填无） |  | 2024年度编号发展团员智慧团建录入率  （注：若无请填无） |  |     （可附页） | |
| **同级党组织评价** | 签字： 年 月 日 |