## AP Versionenkontrolle Kapitel 2: Personal

**SOP Einführung von neuen Mitarbeitenden**

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| **Version** | **Änderung** | **Grund** | **Datum** | **Visum**  Ausführende Person | **Visum** gesamt- verantw. Person |
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**AL Checkliste Einführung von neuen Mitarbeitenden**

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| **Version** | **Änderung** | **Grund** | **Datum** | **Visum**  Ausführende Person | **Visum** gesamt- verantw. Person |
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**SOP Fort- und Weiterbildung**

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**AP Besuchte Fort- und Weiterbildungen**

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**SOP Organigramm, Funktionsdiagramm und Stellenbeschreibung**

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**AL Organigramm**

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**AL Funktionsdiagramm**

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**AL Stellenbeschreibung**

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**AP Kenntnisnahme der Qualitätsmanagement-Dokumente**

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