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| 起案用紙　　決済区分を赤で囲む　　　　　（会長）　　　（理事長） | | | | | | | | | | | | | Ｎｏ |
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| 起　案 | | 年 | | | 月 | | 日 | 取り扱い上の注意 | | | | | 公印確認 |
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| 文書番号 | | 号 | | | | | |
| 事務局 | | | | | | | | | | 管理 | | | |
| 起案者 |  | | |  | |  | |  | 事務局 | 総務理事 | 理事長 | | 会長 |
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| 合議 | | | | | | | | | |  | | | |
| 次のように | | | 紹介・回答・通知  報告・決定 | | |  | | | | | | よろしいか。 | |
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| **産業遺産学会** | | | | | | | | | | | | | |

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