2.**党员基本情况表**

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注：1.此表的“党员”是指党组织关系在本支部的党员，包括流出的流动党员和保留组织关系的出国（境）留学、工作或居住党员。在流出的流动党员的备注栏中请写“流出”，同时请填写《流动党员（流出）基本情况表》；在出国（境）留学、工作或居住党员的备注栏中请写“出国（境）”，同时请填写《出国（境）留学、工作或居住党员基本情况表》。

 2.在更换下一年度手册之前，党员如果转出党组织关系，请在备注栏中写“转出”；有组织关系新转入本支部的党员，请填写此表后在备注栏中写“转入”。