附件2

表二：谈话提醒表

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| --- | --- | --- | --- | --- | --- | --- | --- |
| 谈话人（姓名、单位、职务） | 谈话对象（姓名、单位、职务） | 谈话时间 | 谈话地点 | 谈话主要内容 | 涉及纪律类型 | 谈话方式 | 备注 |
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填表说明：

1.本表供各级领导干部谈话提醒时填写，每次谈话均应有记录。

2.季度上报时，本表仅需上报省部级领导干部谈话提醒工作开展情况。

3.涉及纪律类型直接在六项纪律类型中填报，单项或多项均可。

4.谈话方式为“咬耳扯袖”或者“红脸出汗”。