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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | 例行谈心谈话登记表 | | | | | | | 谈话人姓名： 单位及职务： 填报日期： | | | | | | | 序号 | 谈话对象 (姓名、单位、职务) | 谈话时间 | 谈话地点 | 谈话内容 | 备注 | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | | 合计：共计 次 人 | | | | | |   说明：1、例行谈心谈话为集体谈话；2、例行谈心谈话原则上每年不少于1次；3、谈话内容可另附纸张。 |

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| 任前廉政谈话登记表 | | | | | | | | |
| 谈话人姓名： 单位及职务： 填报日期： | | | | | | | | |
| 序号 | 谈话对象 (姓名、单位、职务) | 谈话时间 | 谈话地点 | 谈话方式 | | | | 备注 |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
|  |  |  |  | 集体 |  | 个别 |  |  |
| 合计：共计 次 人 | | | | | | | | |

说明：谈话方式为集体或个别，在对应选项中打“√”。

提醒谈话登记表

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| --- |
| 谈话人姓名： 单位及职务： 填报日期： |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 序号 | 谈话对象  (姓名、单位、职务) | 谈话时间 | 谈话地点 | 谈话内容 | | | | | | 谈话方式 | | | | 备注 |
|  |  |  |  | 政治  纪律 |  | 组织  纪律 |  | 廉洁  纪律 |  | 集体 |  | 个别 |  |  |
| 群众  纪律 |  | 工作  纪律 |  | 生活  纪律 |  |
|  |  |  |  | 政治  纪律 |  | 组织  纪律 |  | 廉洁  纪律 |  | 集体 |  | 个别 |  |  |
| 群众  纪律 |  | 工作  纪律 |  | 生活  纪律 |  |
|  |  |  |  | 政治  纪律 |  | 组织  纪律 |  | 廉洁  纪律 |  | 集体 |  | 个别 |  |  |
| 群众  纪律 |  | 工作  纪律 |  | 生活  纪律 |  |
|  |  |  |  | 政治  纪律 |  | 组织  纪律 |  | 廉洁  纪律 |  | 集体 |  | 个别 |  |  |
| 群众  纪律 |  | 工作  纪律 |  | 生活  纪律 |  |
| 合计：共计 次 人 | | | | | | | | | | | | | | |

说明：1、提醒谈话原则上由本地本单位纪检监察机关（机构）提出建议名单，经同级党委（党组）批准后进行，谈话人为党委（党组）领导班子成员

或纪检监察机关（机构）负责人；2、谈话内容在对应选项中打“√”；3、谈话方式为集体或个别，在对应选项中打“√”；4、谈话对象书面整改情

况要在谈话结束一月后一并报送。

约谈登记表

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | 谈话人姓名： 单位及职务： 填报日期： | | | | | | | | |
| 序号 | 谈话对象 (姓名、单位、职务) | | 谈话摘要 | 谈话时间 | 谈话地点 | 谈话方式 | | | | 备注 |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
|  |  | |  |  |  | 集体 |  | 个别 |  |  |
| 合计：共计 次 人 | | | | | | | | | | |

说明：1、谈话摘要按约谈“六种情形”填写；2、对党委（党组）、纪委（纪检组）主要负责人的约谈，由上一级党委或纪委主要负责人进行；对党委（党组）、纪委（纪检组）其他成员的约谈，由上一级纪委负责人进行；3、谈话对象书面整改落实情况要在谈话结束一月后一并报送。

“两同时”谈话登记表

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 谈话人姓名： 单位及职务： 填报日期： | | | | | | | | | |
| 序号 | 谈话对象 (姓名、单位、职务) | 谈话时间 | 谈话地点 | 谈话效果 | | | | 谈话摘要 | 备注 |
| 1 |  |  |  | 咬耳扯袖 |  | 红脸出汗 |  |  |  |
| 2 |  |  |  | 咬耳扯袖 |  | 红脸出汗 |  |  |  |
| 3 |  |  |  | 咬耳扯袖 |  | 红脸出汗 |  |  |  |
| 4 |  |  |  | 咬耳扯袖 |  | 红脸出汗 |  |  |  |
| 5 |  |  |  | 咬耳扯袖 |  | 红脸出汗 |  |  |  |
| 6 |  |  |  | 咬耳扯袖 |  | 红脸出汗 |  |  |  |
| 7 |  |  |  | 咬耳扯袖 |  | 红脸出汗 |  |  |  |
| 8 |  |  |  | 咬耳扯袖 |  | 红脸出汗 |  |  |  |
| 9 |  |  |  | 咬耳扯袖 |  | 红脸出汗 |  |  |  |
| 10 |  |  |  | 咬耳扯袖 |  | 红脸出汗 |  |  |  |
| 合计：共计 次 人 | | | | | | | | | |

说明：1、上级单位有关负责人在部署有关工作任务、单独交办工作或个别听取汇报时，上级单位有关负责人应当同时提出党风廉政建设方面的工作要求；2、谈话效果分为咬耳扯袖、红脸出汗(咬耳扯袖是对一些苗头性、倾向性问题进行提醒，有则改之，无则加勉；红脸出汗是对一些轻微违规违纪、未达到组织处理或党政纪处分的问题进行告诫，责令整改)，并在对应选项中打“√”。

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 党员领导干部开展谈话工作情况汇总表  填报单位（盖章）： 填报日期： | | | | | | | | | | | | | | | | | | | | | | | | | |
| 序号 | 谈话人 （姓名） | 谈话对象人次合计 | | 例行谈  心谈话 | | 任前廉  政谈话 | | 提醒谈话 | | | | | | | | | | | | 约谈 | | “两同时”谈话 | | | |
| 政治纪律 | | 组织纪律 | | 廉洁纪律 | | 群众纪律 | | 工作纪律 | | 生活纪律 | | 咬耳扯袖 | | 红脸出汗 | |
| 次数 | 人数 | 次数 | 人数 | 次数 | 人数 | 次数 | 人数 | 次数 | 人数 | 次数 | 人数 | 次数 | 人数 | 次数 | 人数 | 次数 | 人数 | 次数 | 人数 | 次数 | 人数 | 次数 | 人数 |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 合 计 | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

主要负责人签字： 纪委书记（纪检组长）签字： 填报人：

落实党风廉政建设“两个责任”谈话工作情况统计表

填报单位（盖章）： 填报日期：

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 谈话主体  （人数） | | | 谈话对象（人次） | | | | | | | | | | | | | | | | 提醒谈话涉及内容（次） | | | | | |
| 级别 | 领导干部人数 | 开展谈话人数 | 总数 | 例行谈心谈话 | 任前谈话 | 提醒谈话 | 约谈 | “两同时”谈话 | | | | | | | | | | | 政治纪律 | 组织纪律 | 廉洁纪律 | 群众纪律 | 工作纪律 | 生活纪律 |
| 合计 | 咬耳扯袖 | 红脸出汗 | 地厅级 | | 县处级 | | 乡科级 | | 其他 | |
| 咬耳扯袖 | 红脸出汗 | 咬耳扯袖 | 红脸出汗 | 咬耳扯袖 | 红脸出汗 | 咬耳扯袖 | 红脸出汗 |
| 地厅 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 县处 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 乡科 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 总计 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

主要负责人签字： 纪委书记（纪检组长）签字： 填报人：

说明：1、领导干部人数是指：在编各单位领导班子成员人数；2、开展谈话人数是指：在编的领导干部中开展了谈话的人数；3、例行谈心谈话、任前谈话、提醒谈话、约谈按《党员领导干部落实主体责任操作手册》中定义进行界定；4、“两同时”谈话为主要统计内容；5、提醒谈话中，对1名谈话对象涉及多项纪律的，可重复计算。提醒内容次数可多于谈话对象人次。