

#### Uniform Issue Record Form

|  |  |
| --- | --- |
| Name of Security Officer: fullNAME | Id No: |
| Date of Issue empDate | Reason / Site: |

|  |  |  |  |
| --- | --- | --- | --- |
| **Items** | **Size** | **Quantity** | **Cost** |
| Shirts | shirtSize | 01 |  |
| Jumpers |  |  |  |
| Jacket |  |  |  |
| Trousers | trousSize | 01 |  |
| Miscellaneous |  |  |  |
| Ties |  | 01 |  |
| Applets (Pair) |  |  |  |

**Additional Items Issued**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Quantity** | **Issue date** | **Expiry date** | **Return date** |
| Id card | 01 | empDate | N/A | N/A |
| 1st Aid Kit |  |  |  |  |

|  |  |
| --- | --- |
| **Receiving Acceptance** | **Returned Acceptance** |
| Issued Date: empDate | Returned Date: |
| Issued By: ASIM MUSHTAQ | Returned By: |
| Print Name: fullName | Print Name: |
| Signature as Received: | Signature as Returned: |

Doc No: QBC.02, Issue Date: 01/02/2024, Issue:2