



Transport Education Training Authority

Driven by Vision

## TETA IT ASSET ALLOCATION FORM

Employee Name	Nqobile Sidu		
New Equipment	ASSET DESCRIPTION: HP ELITEBOOK 830 G7 SERIAL NUMBER: 5CG05230YK  TETA ASSET NUMBER: TETA4123809		
Old Equipment	ASSET DESCRIPTION: HP ELITEBOOK 830 G7 SERIAL NUMBER: 5CG05230YW  TETA ASSET NUMBER: TETA4121660		
Department / Unit	SD & LP		
Contact details	Tel Home	Cell	office
		063121113	0115777093
Physical Address	3281 Section H Ekangala 1021		

I Nqobile Sidu full responsibility for the safekeeping of the above-mentioned equipment. TETA reserves the right to recover any costs incurred for the repair and or replacement of the above-mentioned equipment.

(Refer to the Asset, use, and allocation of assets policy) Please note although TETA might be insured against the loss of specific assets, **the employee/Board member removing or losing the asset may be required to make good the total value of any asset lost or damaged**, if TETA at its sole discretion establishes that such damage has been occasioned through the negligence of the employee concerned.

Full Names: Nqobile Angel Sidu

Signature: 

Date: 19/06/2025

Accessories Issued (if applicable)


Charger ☒

Extender ☐

Laptop Bag ☒

Mouse ☐

### OFFICE USE:

ISSUE DATE: 19/06/2025	ISSUED BY: MOTLATSI BOTSANE	ASSET STATUS:(New/re-issue) RE-ISSUED	Signature <u></u>
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