# Use of Gadc Resources that are Property of Gadc

I have been provided with ***[…………..]*** that I understand is property of Gadc.

The identification number of the property that I have been issued is/are:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Item Description** | **Brand/Model** | **Quantity** | **Serial Number** |
|  |  |  |  |  |

I have been provided with ***[……………]*** to carry out my responsibilities as ***[…………..]***. I understand that I need to comply with Gadc Policies when using ***[…………..].***

I will take good care of ***[…………..]*** to minimize damage and ensure that it is safely kept at all times.

When my contract terminates or I resign from my position with Gadc I understand that this property needs to be returned to Gadc. Failure to return this property will result in my final pay deducted for the cost of the property or where my pay in insufficient, Gadc making a claim against me for the value of the property.

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_