



Empowered lives.
Resilient nations.

Equipment Loan Agreement Form

| | |
|---|---|
| Equipment Type: Iridium Extreme Sat Phone Equipment Model: CPKT1101 Serial No: 30215060415890 Asset Tag No: UNDP/DRR/004 | Borrower Name: Nana Chinbuah Title: Deputy Resident Representative Programme and Operations Department: Senior Management Location: UN House |
|---|---|

1. I understand the equipment is property of UNDP and is assigned to me.
2. Use of equipment by other family members is not allowed.
3. I will use the equipment appropriately for business purposes.
4. I will care for the equipment assigned to me and not leave it unsupervised in unsecured locations.
5. I will be responsible for all damage or loss caused by neglect or abuse.
6. I will not loan the equipment to another individual.
7. I will report the loss, theft, or the need for repairs.
8. I will not disassemble any part of the equipment or attempt any repairs.
9. I will not deface or alter the serial number sticker on the equipment.
10. I understand that the equipment and its contents may be inspected at any time.
11. I agree to return the equipment, carrying case, power cord, and any other accessories assigned to me in working condition before my last working day with UNDP or upon request.
12. I will reimburse UNDP for any fines caused by damage, misuse, neglect, or loss, including theft

Borrower Signature: _____
22/11/21

Date:

CHECK LIST FOR THE SATELITE PHONE ITEMS

- 1 Satellite phone
- 1 USB cable
- 1 Car antennae
- 1 Headset
- 1 Car charger
- 1Three pin adapter charger
- 1 User manual
- 1 CD
- 5 Different Adapter heads
- 1 Power Bank

Issued By: Aji Fama Jobe

Sign:

Received By: Nana Chinbuah

Sign: