
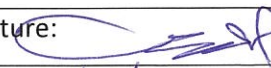



Request For Equipment Disposal

Equipment Description: Forklift F52105			
Serial No:			
Originator:	HEMENDRA KUMAR	Department:	MECHANICAL
Equipment Number:	F52105	Asset Number:	7200
Location:	FOIL MILL	Cost Centre:	6009000
Date:	20/11/2022	Method of Disposal:	Scrap Sale
Reason for Disposal: Forklift is 21 years old. Not running. Needed huge investment to make the forklift operational.			

Approved by:

Department Manager	Sr. Engineering Manager	EM Operations
Signature: 	Signature: 	Signature: 
Date: 20/11/2022	Date: 21/11/2022	Date: 22/11

Finance Department Use:

	Year of Purchase	Original Cost BD	Depreciation BD	Net Book Value BD	Salvage Value BD	Amount Received
Equipment						
Spares						
Finance Department Comments:						
Checked By:		Approved By:			Date:	

Authorised By EM Finance	Approved By Chief Executive Officer
Signature:	Signature:
Date:	Date:

Disposal Assets Control Checks:

Spares Clearance (Engineer)	
Equipment Number / Drawing Update (Drawing Office)	

Distribution: Original - Finance Department
 Copy - Originator
 - Engineering Register (Drawing Office)
 - Purchasing Department (For disposal action)