Reminder: Annual Lab Inventory Check Underway

Q Posted by: Department Operations

Deadline: 15 December 2017

All lab coordinators are requested to submit completed **asset verification checklists** for shared and grant-funded equipment by the above deadline.

6 Focus areas:

- Conference-use items (projectors, clickers)
- Travel kits checked out under faculty projects
- Equipment funded under TEMPUS, Erasmus+, and DFG
- Unreturned or untracked items may affect 2018 funding eligibility.
- Forms and instructions: [Intranet > Lab Management > Inventory 2017]