

RECORD OF ISSUED EQUIPMENTS

DEPARTMENT, BRANCH, OFFICE		DATE ISSUE	CUSTODIAL CODE
WAREHOUSE		October 11, 2017	23
PROPERTY ISSUED BY	DEPARTMENT	SIGNATURE	
SYSTEM ADMIN	MANAGEMENT INFORMATION SYSTEM		
PROPERTY ISSUED TO	DEPARTMENT	SIGNATURE	
BHEL ANTHONY INTERO	WAREHOUSE		

DESCRIPTION OF EQUIPMENT

FFE CODE	ITEM NAME (PRODUCT DESCRIPTION)		
00024	PLANT POT (RECTANGLE TYPE)		
ASSET CATEGORY		QUANTITY	UNIT COST
FIXTURES		17	15.00

ASSET FULL DETAILS

PARTICULAR	DESCRIPTION
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MEMORANDUM OF RECEIPT AND ACCOUNTABILITY

TO BE FILLED UP UPON RETURN/TURNOVER OF THE PROPERTY

PROPERTY RETURNED	DATE RETURNED	RECEIVED BY

REMARKS

The items stated above are in good condition

Prepared by:

SYSTEM ADMIN
SYSTEM ADMIN