

KATIPUNAN • DIPOLOG • CARCAR • COMPOSTELA • LILOAN • PAGADIAN • OROQUIETA • IPIL • TALISAY • TAGBILARAN • SINDANGAN • ESCARIO • LAPU-LAPU • DUMAGUETE • TAGOLOAN • CDO

### **RECORD OF ISSUED EQUIPMENTS**

DEPARTMENT, BRANCH, OFFICE	DATE ISSUE	CUSTODIAL CODE
MANAGEMENT INFORMATION SYSTEM	October 24, 2017	62

PROPERTY ISSUED BY	DEPARTMENT	SIGNATURE
SYSTEM ADMIN	MANAGEMENT INFORMATION SYSTEM	
PROPERTY ISSUED TO	DEPARTMENT	SIGNATURE
MICHAEL CABILIN	ENGINEERING	

# **DESCRIPTION OF EQUIPMENT**

FFE CODE	ITEM NAME (PRODUCT DESCRIPTION)		
00063	COMPUTER KEYBOARD (A4TECH)		
ASSET CATEGORY		QUANTITY	UNIT COST
IT EQUIPMENT		19	19.00

### **ASSET FULL DETAILS**

PARTICULAR	DESCRIPTION
PARTICULAR	DESCRIPTION

### 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	ahove	are ir	hoon n	condition
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Prepared by:
SYSTEM ADMIN
SYSTEM ADMIN

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