

RECORD OF ISSUED EQUIPMENTS

DEPARTMENT, BRANCH, OFFICE	DATE ISSUE	CUSTODIAL CODE
HOUSEKEEPING	December 15, 2017	149

PROPERTY ISSUED BY INTERO, BHEL ANTHONY	DEPARTMENT WAREHOUSE	SIGNATURE
PROPERTY ISSUED TO INTERO, BHEL ANTHONY	DEPARTMENT WAREHOUSE	SIGNATURE

DESCRIPTION OF EQUIPMENT

FFE CODE	ITEM NAME (PRODUCT DESCRIPTION)		
00180	MOP HANDLE		
ASSET CATEGORY	QUANTITY	UNIT COST	
OTHERS	2	2.00	

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