
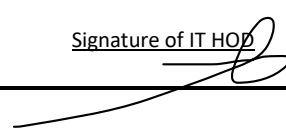
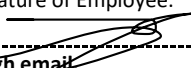


Undertaking Note/Handover Note

(Note: This Check Sheet is to be filled up by IT Department before handing over Asset to Employee)

I solaimane cambiaso Dept.: Human Ressource

Hereby undertaking that, I have received the following Company property for official use:

SL	CT	Description	Installation Status			
1	Asset Information	1 Asset type	Software			
		2 Serial Number	234E2			
		3 Model Name	Visual studio			
		4 Asset Condition				
2	Security & Other Softwares	1 Operating System	No			
		2 Anti Virus	No			
		3 Adobe Reader	No			
		4 Domain/Local User added to Local Users & Groups	No			
		5 7 Zip	No			
		6 Windows firewall disabled	No			
		7 SAP GUI	No			
		8 Printers	No			
		9 Encryption	No			
		10 VPN	No			
		11 Removed all un-authorised Software	No			
		12 Administrator Rights	No			
		13 Asset tag	No			
For IT Use	1] Installation Date/Handover Date: <u>2020-08-03</u> 2] Installation by : <u>Nabil Cambiaso</u> 3] Asset Assigned to (Emp. Name): <u>solaimane cambiaso</u> 4] Employee ID / Branch Office: <u>2000</u> 5] Department: (b) <u>Human Ressource</u>					
	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <u>Signature of IT Representative</u>  </div> <div style="width: 45%;"> <u>Signature of IT HOD</u>  </div> </div>					
	<div style="display: flex;"> <div style="width: 10%; text-align: center; font-weight: bold;">User Acceptance</div> <div style="width: 90%;"> 1] I received the above Asset from NOMAC 2] I understood and satisfied with the information explained on above points. 3] I received the password in relation to above stated asset & email. 4] I will take care of the product and if any damage due to misuse, I will be penalized. 5] I have received the product in Brand New/ Excellent / Good / poor condition </div> </div>					
				Signature of Employee: 		
Note for IT Team: If user is remote located, please take "User Acceptance" through email.						