


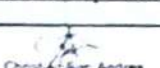



## REQUEST TO TRANSFER TOOLS &amp; EQUIPMENT

FROM:	TO:
PROJECT NAME: Light 2 Residences	PROJECT NAME: Light 2 Residences
LOCATION: Madison Corner, EDSA, Brgy. Barangka Ilaya Mandaluyong City	LOCATION: Madison Corner, EDSA, Brgy. Barangka Ilaya Mandaluyong City
PROJECT CODE: 20-08-0141-00	PROJECT CODE: 20-08-0141-00
NAME OF PROJECT ENGINEER: John Michael Ramos / EDMON CANTONA	NAME OF PROJECT ENGINEER: Rodol Gloria

Listed below are the tools and equipment for which I am currently responsible, and I hereby request the transfer of the possession and accountability to the designated successor whose signature appears below.

ITEM NO.	TEIS NO.	ITEM CODE	ITEM DESCRIPTION	SERIAL NUMBER	QTY	UNIT	TOOLS & EQUIPMENT CONDITION ASSESSMENT	REASON FOR TRANSFER
1	10932	K14	BIOMETRIC FINGERPRINT READER		1	set	Good	Transfer to new PE
2	12951	05-T&E-PADLOCK-05	Padlock 2 1/2. 60MM		2	piece	Defective	Transfer to new PE
3	12951	TL25002-00	Chain, 5/16" (2 kilo = 2meters)		2	meter	Good	Transfer to new PE
4	12951	05-10-WRC10-2C	5.5mm Royal Cord #10x2c		75	meter	Good	Transfer to new PE
5	12951	200406720_PH-2513006	Toshiba Electric Meter		1	piece	Good	Transfer to new PE
6	13050	TL-0608	BIOMETRIC READER, Model K14-ID, Stand Alone. ZKTeco brand (US Made)"		1	set	Good	Transfer to new PE
7	13050	CL-0478	GLOBE WIFI MODEM		1	piece	Good	Transfer to new PE
8	13056	RCB60-60	60A Circuit Breaker, 2Pole, with housing		1	piece	Good	Transfer to new PE
9	13056	RCB30-60	30A Circuit Breaker		1	piece	Good	Transfer to new PE
10	13056	RCB20-60	20A Circuit Breaker		1	piece	Good	Transfer to new PE
11	13057	SHELF-0001	Boltless Rivet Shelving - Powder Coating		8	piece	Good	Transfer to new PE
12	13057	10MB-3H	Fire Extinguisher (10 lbs) - BRAND NEW TANK		2	tank	Good	Transfer to new PE
13	13057	FN04000-00	Folding Bed		2	set	Good	Transfer to new PE
14	13057	FL-0295	OFFICE TABLE		3	set	Good	Transfer to new PE
15	13057	TL-0497	MONOBLOCK CHAIR		5	pc	Good	Transfer to new PE
16	13526	TL-0657	OFFICE TABLE		1	pc	Good	Transfer to new PE
17	13526	TL31000-03	Ladder, Fiber 7FT		4	set	Good	Transfer to new PE
18	13804	TL-0832	KENWOOD UHF HAND HELD RADIO TRANSCIVER, MODEL TK-3000 (350MHZ)		4	pc	Good	Transfer to new PE
19	13946	A3PSFM-001	Brother 3-in-1 Color A3 Printer/Scanner & Fax Machine		1	set	Good	Transfer to new PE
20	14481	TL-0785	LADDER - 10 FT. A-TYPE		1	pc	Good	Transfer to new PE
21	14558	RC012BK-02	3.5mm2 Royal Cord, Stranded, 3-Conductors Phiflex		75	meter	Good	Transfer to new PE

PREPARED AND REQUESTED BY:	APPROVED BY:
 PROJECT ENGINEER	 PROJECT MANAGER
BY SIGNING ON THE SPACE PROVIDED BELOW, I HEREBY ACCEPT THE TRANSFER OF POSSESSION AND RESPONSIBILITY FOR THE TOOLS AND EQUIPMENT LISTED ABOVE	
ACCEPTED AND ACKNOWLEDGED BY:	APPROVED BY:
 PROJECT ENGINEER	 PROJECT MANAGER
 OPERATIONS MANAGER	

INSTRUCTION: SUBMIT THIS SIGNED DOCUMENT TO THE OPERATION MANAGER, WAREHOUSE AND ACCOUNTING DEPARTMENT MANAGERS.