**Brokenshire College, Madapo, Davao City**

**ASSET MOVEMENT FORM**

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| **PURPOSE**

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 **Temporary** **Permanent** **Disposal/Scrap**  **Others/Specify\_\_\_\_\_\_\_\_\_** | **LOCATION** **From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Department** **To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Department** |

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| QUANTITY |  UNITY |  PARTICULARS | ASSET TAG/CODE |  REMARKS |
|  |  |  |  |  |

Prepared by: Checked by: Approved by: Received by:

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Requestor/Dept.Head Prop. Custodian GS Director/ VPFA Assignee

NOTE: Assignee hereby acknowledge the receipt of the above mentioned item/s for his care, responsibly and accountability for any loss or damage due to negligence.

FRM-GSD-31

REV. No.0