

INVENTORY AND INSPECTION REPORT OF UNSERVICEABLE PROPERTY

As of _____

(LGU)

(Name of Accountable Officer)

(Designation)

(Station)

INVENTORY

INSPECTION REPORT

Articles (1)	Quantity (2)	Unit Cost (3)	Total Cost (4)	Property No. (5)	FUND		Date Acquired (6)	No. of years in service (7)	Accumul ated Deprecia tion (8)	DISPOSITION					Appraisal (14)	Official Receipt Number (15)	Amount (16)
					CODE	SOURCE				(9)	(10)	(11)	(12)	(13)			

I HEREBY request inspection, and disposition pursuant to Section 79 of PD 1445, of the property enumerated above.

Requested by:

(Signature of Accountable Officer)

(Designation of Accountable Officer)

Approved by:

(Name and Signature)

(Designation)

I CERTIFY that I have inspected each and every article enumerated in this report and that the disposition made thereof was, in my judgement,

(Name and Signature of Inspector)

I CERTIFY that I have witnessed the disposition of the articles enumerated on this report this ___ day of _____, ____.

(Name and Signature of Witness)