

Scrap Asset Disposal Permission

Request Details

| | | | |
|--------------|--|-------------|--|
| Date | | Department | |
| Requested By | | Employee ID | |

Asset(s) for Disposal

| Sr. No. | Asset Description | Asset Code/Number | Quantity | Reason for Disposal | Estimated Value |
|---------|-------------------|-------------------|----------|---------------------|-----------------|
| | | | | | |
| | | | | | |

Approvals

| Name | Designation | Signature | Date |
|------|-------------|-----------|------|
| | | | |
| | | | |

Requested By

Department Head

Asset/Store Incharge