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Asset Transfer-in/Transfer-out Form

HQ-REF No: _____
(To be filled by ASD)

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
26	ICT/LT-107	R4610	LAPTOP DELL LATITUDE E6220	5K80XP1	2011	2,122.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	11980	51101	00062103	9	UNDP1	001981	12159

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
77	009944	R4610	IMAGERUNNER 7105	21CBB112 59	2009	9,360.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	H03	30000	51101	00062377	1	UNDP1	10870	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
78	ICT/LT-098	R4610	LAPTOP DELL LATITUDE E6410	CJ9 YOP 1	2011	1,624.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	11300	51101	00062103	4	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
79	ICT/LT-096	R4610	LAPTOP DELL LATITUDE E6410	BSFYOP1	2011	1,624.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	11300	51101	0006210 3	4	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
80	ICT/LT-097	R4610	LAPTOP DELL LATITUDE E6410	FSFYOP1	2011	1,624.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	11300	51101	00062103	4	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
81	ICT/LT-082	R4610	LAPTOP DELL LATITUDE E6410	HH9Y0P1	2011	1,624.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	11300	51101	0006210 3	4	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
82	ICT/LT-	R4610	DELL LATITUDE	5RJNGT1	2012	2,205.68	

	147		E6220/Inter Core					
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COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	0008560 8	2	UNDP1	001981	00313

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/model/manufacturer)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
83	ICT/LT-115	R4610	Latitude E6220	GM7YWP1	2012	2,092.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	0008560 8	2	UNDP1	001981	00313

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/model/manufacturer)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
84	ICT/LT-061	R4610	LAPTOP DELL LATITUDE D630	DGN64F1	2011	1,999.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	H31	11000	78201	0006956 5	RBLAC	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/model/manufacturer)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
85	ICT/LT-159	R4610	Latitude E6430	6JL57W1	2013	1,646.00	85

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	H31	11000	78201	00069565	RBLAC	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
140	WS041ABCD	R4610	FURSYS-RC-LAC/FUR WS041ABCD	WS041ABCD	2011	1,581.75	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	00080673	9	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
141	WS042A BCD	R4610	FURSYS-RC-LAC/FUR WS042ABCD	FUR WS042ABCD	2011	1,581.75	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	00080673	9	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
142	WS043A BCD	R4610	FURSYS-RC-LAC/FUR WS043ABCD	FUR WS043ABCD	2011	1,581.75	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	00080673	9	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value

143	WS044ABCD	R4610	FURSYS-RC-LAC/FURWS044A BCD	FUR WS044ABCD	2011	1,581.75	
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COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	0008067 3	9	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
144	WS045A BCD	R4610	FURSYS-RC-LAC/FUR WS044ABCD	FUR WS045A BCD	2011	1,581.75	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	0008067 3	9	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
145	WS046A BCD	R4610	FURSYS-RC-LAC/FUR WS046ABCD	FUR WS046ABCD	2011	1,581.75	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	0008067 3	9	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacture)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value

	BCPR- 146 MF1	R4610	BCPR-OF-MF1 MUEBLE MODULAR				2011	1,524.00	
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COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	0008067 3	9	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacturer)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
147	BCPROF MF2	R4610	BCPR-OF-MF2 MUEBLE MODULAR		2011	1,524.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	0008067 3	9	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacturer)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
148	BCPROF MF3	R4610	BCPR-OF-MF3 MUEBLE MODULAR		2011	1,524.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	30000	51101	0008067 3	9	UNDP1	001981	00012

Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacturer)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
149	MDG-9	R4610	BCPR-OF-MDG		2011	2,104.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor

R4610	R46	30000	51101	0008067 3	9	UNDP1	001981	00012
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Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacturer)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
150	ICT/LT-021	R4610	LAPTOP DELL LATITUDEE6400	FC3SHL1	2009	2,443.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	H03	04230	51101	0006210 3	22	UNDP1	001981	00012





Atlas Asset ID (Atlas generated number)	Atlas Tag ID (UNDP bar-coded label)	Business Unit (currently in ATLAS)	Description (item name/ model/manufacturer)	Serial Number (Not applicable for furniture)	Year of Purchase	Purchase Value	Net Book Value
162	0000000 13231	R4610	ELFIQ LINK LOAD BALANCER	11090055	2011	1,595.00	

COA of receiving unit

BU	Op.Unit	Fund	Dept	Project ID	Activity ID	PC BU	Impl. Agent	Donor
R4610	R46	11300	51101	62103	17	UNDP1	1981	12

To be Completed by Operating Unit	
Transfer Out Unit	Transfer In Unit
Transfer From: <u>R4610</u>	Transfer To: <u>R4610</u>
Operating Unit: <u>R46</u>	Operating Unit: <u>R46</u>
Operating Unit ID: <u>_REGIONAL SERVICE. CENTRE LAC</u>	Operating Unit ID: <u>_ REGIONAL SERVICE. CENTRE LAC</u>
Physical Transfer Out Date: <u>22/07/2014</u>	Physical Transfer In Date: <u>22/07/2014</u>

MS

Signatures	
Transfer Out Unit	Transfer In Unit
Signature of Asset Focal Point:  Name: <u>Donerys Ramos</u> Contact Number: <u>(507) 302-4734</u> Signature of Manager of Operating Unit:  Name: <u>Freddy Justiniano</u> Contact Number: <u>(507) 302-4552</u>	Signature of Asset Focal Point:  Name: <u>Donerys Ramos</u> Contact Number: <u>(507) 302-4734</u> Signature of Manager of Operating Unit:  Name: <u>Freddy Justiniano</u> Contact Number: <u>(507) 302-4552</u>

Remarks:

As requested by HQ, to perform data quality control for asset. COA for these assets has been updated.

