

## GOVERNMENT OF GUAM DEPARTMENT OF ADMINISTRATION PROPERTY MANAGEMENT SYSTEMS AND PROCEDURES

SECTION: \_\_\_\_\_

PAGE: \_\_\_\_\_

EXHIBIT: \_\_\_\_\_

SUBJECT TITLE: TRANSFER OF PROPERTY					
Inventory Management Officer assigns this number —				PORT NO. <u>TOP 5224</u> TE: <u>12AUG2005</u> JRCHASE ORDER NO.	
Fill in appropriate information				QUISITION NO	
				JOB ORDER NO.	
AUTHORITY FOR TRANSFER: PUBLIC LAW 16-124					
FROM: Guam Community College, Materials Management TO: DOE – Agueda Johnston Junior High School DEPARTMENT DEPARTMENT					
				s & Finance	
	DIVISION		DIVISION		
AT: <u>Guam Community College</u> AT: <u>Agueda Johnston Junior High /Computer Science</u>					
PROPERTY NO.	DESCRIPTION OF PROPER	ΤY	COND CODE	* TOTAL VALUE	
-0-	4 Each – Wooden student desks @\$55.00 ea		USED	\$340. <sup><u>00</u></sup>	
-0-	2 Each – Folding Tables (used for computer labs) @\$45.00 ea		USED	\$90. <sup><u>00</u></sup>	
-0-	10 Each - Folding Chairs (some rust) @ \$3.00 e	ea	USED	\$30. <sup><u>00</u></sup>	
			TOTAL	\$460. <u>00</u>	
*USE VALUES CARRIED ON PROPERTY RECORDS.					
REMARKS: Materials were once used in GCC computer labs and are no longer required. Due to DOE budget constraints equipment could be <u>reutilized</u> in their Computer Science rooms namely, Agueda Johnston Junior High School. ~ Florentina M.Terlaje, Inventory Management Officer, GCC					
	REMARKS and/or inform your IMO stances regarding transfer		CLAUDIA S. ACFALLE CHIEF PROCUREMENT OFFICER		
GCC President signs here Person			Responsible receiving signs here		
SIGNATURESIGNATURE					
(Transferor)		(Transferee)	Josephine M. Cruz		
OFFICIAL TITLE: President OFFICIAL TITLE: Adjunct Professor .					