ASSET CONTROL SYSTEM

SECTION I - REVISION ACTIONS

ACCOUNT OFFICER	TRANS CODE	PROPERTY CODE	SERIAL NUMBER	QTY	UNIT PRICE	DOCUMENT NUMBER	ACCUMULATED DEPRECIATION

REMARKS

TRANSACTION CODES

A - Acquisitions
C - Accum Depr Changes
D - Deletions
M - Serial No Change
N - Document No Change
P - Property Code Change
Q - Quantity Change
T - Transf Accountability
U - Unit Cost Change
Y - Acquisition Year Change *(Use Remarks Section)*

SECTION II - ACCOUNTABLE OFFICER FILE CHANGES

ACCOUNT OFFICER	TRANS CODE	LOCATION

TRANSACTION CODES

1 - Add Accountable Officer
2 - Change Location Description
3 - Delete Accountable Officer
4 - Replace Accountable Officer

SIGNATURE	DATE	FUND	REGION