Informatin of General Asset Items Proposed for Approval of General Asset Committee

Sr. No	Name of the item	No. of Items proposed	Name of Section / Office where the Asset will be used	No. of Existing Items	Period of use of the Existing Assets	Reason for additional requirement	Existing staff position in the Section / Office where the Assets will be used (eg. PC, Printer etc.)	Treatment to be given for old item on replacement by new Asset	Remarks