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| **DISPOSAL METHOD**  **Donate/transfer/Sell/Destroy\***  \*Please delete non-applicable methods | | | **HAS THE DONOR AGREED TO THE DISPOSAL PLAN?**  Donor’s name:  Regional Funding Coordinator’s name: | | | | | | **CURRENT OWNERS DETAILS**  ASSET LOCATION: | | | | | | **NEW OWNER DETAILS**  Ignore if goods are to be destroyed  Name:  Address:  Telephone:  Fax:  Email | | | |
| FULL BUDGET CODE for shipment | | |
| Line no. | Org. code | Description | | Qty | Units | | Purchase unit price | Initial purchase order no. | | Initial purchasing currency | Budget used to pay the invoice | | Sale unit price | Sale total price | | Delivery note / waybill | Remarks / Received by new owner |
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| BUDGET HOLDERS APPROVAL | | | | | | FINANCE ACKNOWLEDGED | | | | | | LOGISTICS | | | | | | |
| Signature: | | | | | | Signature: | | | | | | Signature: | | | | | | |
| Name: | | | | | | Name: | | | | | | Name: | | | | | | |
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