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COMPUTER SYSTEM EQUIPMENT ACTION	DATE
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TO	FROM
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1. TYPE OF ACTION
- MODIFY WARRANTY REPLACEMENT (EC Sign Block 5)
- TRANSFER CS WITHIN SAME DEFENSE REPORTING ACTIVITY (DRA) (transferring EC Sign Block 4 - Receiving EC sign Block 5)
- TURN-IN FOR REUTILIZATION (EC Sign Block 6) OR EXCESS EQUIPMENT
- OTHER/EXPLAIN

2. EQUIPMENT CUSTODIAN INFORMATION

TRANSFERRING EQUIPMENT CUSTODIAN				CURRENT OR RECEIVING EQUIPMENT CUSTODIAN			
NAME				NAME			
ORGANIZATION		PHONE		ORGANIZATION		PHONE	

3a.	3b.	3c.	3d.	3e.	3f.	3g.	3h.
BARCODE	MODEL	DESCRIPTION	SERIAL NUMBER	PURCHASE	CONDITION	NEW LOCATION/	MFG

4. I AGREE TO THE TRANSFER OF THE COMPUTER SYSTEM EQUIPMENT LISTED IN THE ABOVE BLOCKS 3A-3H

SIGNATURE OF TRANSFERRING EQUIPMENT CUSTODIAN	EQUIPMENT CUSTODIAN ACCOUNT	DATE
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5. I AGREE TO ACCEPT ACCOUNTABILITY FOR THE COMPUTER SYSTEM EQUIPMENT LISTED IN BLOCKS 3A-3H

SIGNATURE OF RECEIVING EQUIPMENT CUSTODIAN	EQUIPMENT CUSTODIAN ACCOUNT	DATE
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6. ONLY DONE IF COMPUTER SYSTEM(S) LISTED IN BLOCKS 3A-3H ARE EXCESS AND HAVE BEEN CLEARED OF SENSITIVE UNCLASSIFIED DATA IAW AFSSI 5020. FOR THOSE SYSTEMS THAT WERE USED TO PROCESS CLASSIFIED MATERIAL, PLEASE REFER TO THE ATTACHED MEMORANDUM FROM THE ASSIGNED CSSO.

EQUIPMENT CUSTODIAN SIGNATURE	EQUIPMENT CUSTODIAN ACCOUNT	RELEASE DATE
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PLEASE DO NOT WRITE BELOW THIS LINE . ADDITIONAL INFORMATION PROVIDED BY EQUIPMENT CONTROL OFFICER (ECO) OFFICE