RESOURCE INVENTORY CHART

Agency Operational Asset Tracking

REF: ARM-2024-Q3

DATE: _____

ASSET ID	RESOURCE NAME/DESCRIPTION	CATEGORY	QTY	STATUS	ASSIGNED TO / LOCATION
RES-001	Workstation Pro - M3 Max	Hardware	12	ACTIVE	Creative Dept
RES-002	Adobe CC Enterprise Sub.	Software	45	RENEWAL	Design Team
RES-003	Conference Suite A/V Kit	Electronics	04	MAINTENANCE	Room 402
RES-004	Mobile Testing Suite (iOS)	Hardware	08	ACTIVE	Dev Lab

Internal Notes:

INVENTORY MANAGER SIGNATURE
DEPARTMENT HEAD APPROVAL
DATE OF AUDIT