

DEPARTMENTAL IT HARDWARE CHART

Inventory Audit Record | Q3 2023
Generated: Oct 24, 2023

ASSET ID	DEVICE CATEGORY	MODEL / SPECIFICATION	ASSIGNED USER	PURCHASE DATE	STATUS
HW-DEPT-001	Workstation	MacBook Pro M2, 16GB RAM	Jane Doe	2023-01-15	Active
HW-DEPT-002	Monitor	Dell UltraSharp 27" 4K	Jane Doe	2023-01-15	Active
HW-DEPT-003	Workstation	ThinkPad X1 Carbon, 32GB	John Smith	2022-11-10	Active
HW-DEPT-004	Peripheral	Logitech MX Master 3S	John Smith	2022-11-10	Active
HW-DEPT-005	Workstation	Mac Studio, 64GB RAM	Creative Suite 01	2023-05-20	Maintenance
HW-DEPT-006	Tablet	iPad Pro 12.9" (Gen 6)	Floating / Shared	2023-02-04	In Storage

ASSET ID	DEVICE CATEGORY	MODEL / SPECIFICATION	ASSIGNED USER	PURCHASE DATE	STATUS
HW-DEPT-007	Networking	Cisco Meraki MX67	Infrastructure	2021-08-12	Active

Authorized By: _____

Date: _____