State of Alaska

LOST-STOLEN-DAMAGED PROPERTY REVIEW

No. 47244

(See State Property Manual for Instructions)

1. Department	2. Division	3. Section	4. Date
5. Property Location	6. Check One ☐ Lost ☐ [illegible]irable ☐ Destroyed		7. Police Notified ☐ Yes, attach report ☐ No, explain in 13
8. Serial No.	9. Description		10. Class Code
11. Tag No.			12. Value $
13. Circumstances (Include Names of Witnesses):			
Signature of Custodian	Printed Nam		Date

COMPLETE 14 [illegible] ACTION TAKEN

14. I certify that, to the best of my knowledge, the above is [illegible]

Negligence apparent: ☐ Yes ☐ No [illegible]y action been taken?

Explain precautions taken to safeguard State property.

Signature of Immediate Supervisor	Printed Nam		Date

15. I ☐ concur ☐ do not concur with the above findings [illegible]
RECOMMENDATIONS:

Signature of Division Director	Printed Nam		Date

[illegible] EW

16. The above findings ☐ are ☐ are not consistent [illegible] olicies.
RECOMMENDATIONS:

Item ☐ will ☐ will not remain in service (for da[illegible]

Signature of Department Property Officer	Printed Name		Date

17. I ☐ concur ☐ do not concur with the above findings [illegible] be taken as recommended.
RECOMMENDATIONS:

Signature of Commissioner or Designee	Printed Nam		Date

18. I ☐ concur ☐ do not concur with the above findings [illegible] be dropped from inventory.
RECOMMENDATIONS:

Signature of State Property Manager	Printed Name	Date

SAMPLE

02-627 (12/92)

STATE PROPERTY MANAGER

PROPERTY LOSS OR DAMAGE REPORT
Fire Suppression

1. CREW NAME OR NO.	2. ID NO. *(Form OF-288, Emerg. Firefighter Time Report)*
3. ISSUED TO *(Name and Address)*	
4. ISSUING OFFICE OR CAMP NAME	
5. FIRE NAME / 6. FIRE NO.	7. TYPE EMPLOYEE *(Mark one with "X")* ☐ Regular Gov't. ☐ Casual Firefighter ☐ Other_____

8. DESCRIPTION OF PROPERTY LOST OR DAMAGED *(Include Property No., if applicable)*	QUANTITY
a.	
b.	
c.	

9. Employee report on circumstances of loss or damage to property listed:

10. SIGNATURE	11. DATE

12. Witness report:

13. SIGNATURE	14. DATE

15. Fire Boss or Property Control Officer comments regarding loss or damage:

16. SIGNATURE	17. TITLE	18. DATE

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ORIGINAL—Issuing Office

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