|  |  |  |
| --- | --- | --- |
| cid:image001.jpg@01D034C1.A8657BE0 | **DIAF- FORMATO DEVOLUTIVO ACTIVOS** | **Versión: 0** |
| **CÓDIGO: FR-DIAF-GF-02-10** |
| **FECHA: 26/03/2019** |

|  |  |  |  |
| --- | --- | --- | --- |
| **CONSECUTIVO N°** | | |  |
| **DIA** | **MES** | **AÑO** |
|  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **EL EMPLEADO REALIZA** | **INGRESO** | **SALIDA** |  |
|  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Empleado** | **Cedula** | **Dependencia** | **Centro de costos** |
|  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No. ACTIVO** | **DESCRIPCION** | **SERIAL/MODELO** | **ESTADO** | **DEVUELVE** | | **RECIBE** | |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |
|  |  |  |  | SI | NO | SI | NO |

|  |  |  |  |
| --- | --- | --- | --- |
| **Observaciones:** | | | |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Firma empleado | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Firma Jefe directo | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Vo Bo. Desarrollo humano | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  Vo Bo. Activos Fijos |