

[organization name]

Appendix 1 – List of Equipment

Commented [AES1]: If the organization uses electronic documents, the information should be maintained in an electronic format.

Equipment name	Inventory ID	Manufacturer	Manufacturer number/ID	Note

[job title]

[name]

[signature]

[signature]

Commented [AES2]: Only necessary if the Procedure for Document and Record Control prescribes that paper documents must be signed.