Request To Amend Asset Serial Number Details

Reason for Change of Serial N*: Image: Change: Change of Serial N*: Image: Change of Serial N	Local Seria	I Nº of Form :												
Existing LITS Asset Serial N°: Image: Control of Cont	Reason for	Change of Serial N°:	Duplicate Asset / In	correctly C	Created /	Manufa	cturer's (Chang	e *					
(aš recorded on LITS) I	State Equip	oment Type :												
Details of Business Data (Provide details as a background to this request) : Details of Individual Originating Request Rank/Grade Name Appointment Signature Originating Unit Tel/Fax Date Details of Originators Line Manager Provide details gradure Originating Unit Tel/Fax Date Details of Authorised Individual Raising Remedy DCR to Change Asset Serial N° Provide details gradure Unit Tel/Fax Date Details of Authorised Individual Raising Remedy DCR to Change Asset Serial N° Rank/Grade Name Appointment Signature Unit Tel/Fax Date Details of Authorised Individual Raising Remedy DCR to Change Asset Serial N° Rank/Grade Name Appointment Signature Unit Tel/Fax Date Assigned to RAF DS LITS Management on Remedy DCR Number: You that the series of the	Existing LITS Asset Serial N° : (as recorded on LITS)													
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Post Serial Nº Change	Rank/Grade	Name	Appointme	nt	Signatu	ire		Unit		-	Tel/Fax	(Dat	е
	Assigned to	RAF DS LITS Mana	gement on Remedy	/ DCR Nu	mber:									
	Post Sori	ial Nº Change												
			ed to Originator for	Closure			Yes/	No *						

Confirm F	Remedy DCR Assigned to	ıre	Yes/No *			
Rank/Grade	Name	Appointment	Signature	Unit	Tel/Fax	Date

Notes: 1. * Delete as Applicable

2. When all actions have been completed, the original form is to be returned to the originator of the request - a copy may be retained for local records if required.