

## Asset (Property) Request Status Queries

### Overview

This document details:

1. U\_ASSET\_TRF\_STAT\_BY\_SUBMITTER - Used to review the status of Transfer Requests by submitter.
2. U\_ASSET\_TRF\_STAT\_BY\_AO\_AOD - Used to review the status of Transfer Requests by the Accountable Officers/Designee.
3. U\_ASSET\_PRR\_STAT\_BY\_SUBMITTER - Used to review the status of Property Relief Requests by submitter.
4. U\_ASSET\_PRR\_STAT\_BY\_AO\_AOD - Used to review the status of Property Relief Requests by the Accountable Officers/Designee.

## Query Manager

Navigate to: Reporting Tools>Query>Query Manager

You may find all up to date queries provided by the Asset Management Office by searching for U\_ASSET in the Query Name search field.

[Favorites](#) > [Main Menu](#) > [Reporting Tools](#) > [Query](#) > [Query Manager](#)

### Query Manager

Enter any information you have and click Search. Leave fields blank for a list of all values.

[Find an Existing Query](#) | [Create New Query](#)

\*Search By  begins with

[Advanced Search](#)

#### Search Results

\*Folder View

\*Action

Select	Query Name	Descr	Owner	Folder	Edit	Run to HTML	Run to Excel	Run to XML	Schedule	Definitional References
<input type="checkbox"/>	U_ASSET_PRR_STAT_BY_AO_AOD	In Process ReliefReq AO/D	Private		Edit	HTML	Excel	XML	Schedule	Lookup References
<input type="checkbox"/>	U_ASSET_PRR_STAT_BY_SUBMITTER	In Process ReliefReq Submitter	Private		Edit	HTML	Excel	XML	Schedule	Lookup References
<input type="checkbox"/>	U_ASSET_TRF_STAT_BY_AO_AOD	In Process Transfers AO/D	Private		Edit	HTML	Excel	XML	Schedule	Lookup References
<input type="checkbox"/>	U_ASSET_TRF_STAT_BY_SUBMITTER	In Process Transfers Submitter	Private		Edit	HTML	Excel	XML	Schedule	Lookup References
<input type="checkbox"/>	U_ASSETS_BY_MY_DEPARTMENT		Public		Edit	HTML	Excel	XML	Schedule	Lookup References
<input type="checkbox"/>	U_ASSET_PURCH_REF		Public		Edit	HTML	Excel	XML	Schedule	Lookup References

To run a query, click on the HTML link. A New window/tab should open for you to continue. Should a new window/tab not open check to see if a pop up blocker is impeding your progress.

Select	Query Name	Descr	Owner	Folder	Edit	Run to HTML	Run to Excel	Run to XML	Schedule	Definitional References
<input type="checkbox"/>	U_ASSET_PRR_STAT_BY_AO_AOD	In Process ReliefReq AO/D	Private		Edit	HTML	Excel	XML	Schedule	Lookup References
<input type="checkbox"/>	U_ASSET_PRR_STAT_BY_SUBMITTER	In Process ReliefReq Submitter	Private		Edit	HTML	Excel	XML	Schedule	Lookup References
<input type="checkbox"/>	U_ASSET_TRF_STAT_BY_AO_AOD	In Process Transfers AO/D	Private		Edit	HTML	Excel	XML	Schedule	Lookup References
<input type="checkbox"/>	U_ASSET_TRF_STAT_BY_SUBMITTER	In Process Transfers Submitter	Private		Edit	HTML	Excel	XML	Schedule	Lookup References
<input type="checkbox"/>	U_ASSETS_BY_MY_DEPARTMENT		Public		Edit	HTML	Excel	XML	Schedule	Lookup References
<input type="checkbox"/>	U_ASSET_PURCH_REF		Public		Edit	HTML	Excel	XML	Schedule	Lookup References

## U\_ASSET\_TRF\_STAT\_BY\_SUBMITTER

In the new window/tab, enter the percent sign to replace the leading zeroes of the Empl ID for the submitter you are inquiring about. Then click View Results

**U\_ASSET\_TRF\_STAT\_BY\_SUBMITTER - In Process Transfers Submitter**

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Submitter Empl ID Like %

[View Results](#)

The following details the data provided in each column of the query results.

Form Type	Form Number	Project Related?	Transfer Type	Form Status	Submitter Name	Submitting Approver Name	Submitting Approver Email	Receiving Approver Name	Receiving Approver Email
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**Form Type:** For this query this should always be TRF for Transfer

**Form Number:** This is the unique sequentially assigned numerical identifier for the request (this pool of numbers are shared with the property relief requests)

**Project Related?:** This denotes whether the asset has a project ID associated with it (Y) or Not (N)

**Transfer Type:** This is either Transfer to New Location Only or Transfer To New Department

**Form Status:** This is the status of the request.

**Submitter Name:** The name of the user who submitted the request.

**Submitting Approver Name:** The name of the user who is the assigned submitting approver

**Submitting Approver Email:** The email of the user who is the assigned submitting approver

**Receiving Approver Name:** The name of the user who is the assigned receiving approver

**Receiving Approver Email:** The email of the user who is the assigned receiving approver

Asset Information	Tag Number	Asset Description	Manufacturer	Model	Serial ID	From Location	To Location	Acquisition Date	Date & Time Last Updated
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Asset Information: This is a divider to denote the start of the Asset Information.

Tag Number: This is the Tag Number of the Asset

Asset Description: This is the Description of the Asset as contained within Asset Management.

Manufacturer: This is the Manufacturer of the Asset

Model: This is the Model of the Asset

Serial ID: This is the Serial ID of the Asset

From Location: This is the location where the asset was last known to be located and is the assumed moving from location

To Location: This is the location provided as to where the asset is being transferred to.

Acquisition Date: The acquisition date of the asset

Date & Time Last Updated: The last date and time the request was updated either by submission or approvals/rejections

The query returns a listing of all transfer requests which are in a process and do not have a status of Final.


Form Type	Form Number	Project Related?	Transfer Type	Form Status	Submitter Name	Submitting Approver Name	Submitting Approver Email	Receiving Approver Name	Receiving Approver Email	Asset Information	Tag Number	Asset Description	Manufacturer	Model	Serial ID	From Location	To Location	Acquisition Date	Last Upd D/Tm
TRF	0000000036	Y	TRANSFER TO NEW LOCATION ONLY	Pending - Not Submitted	Shaw,Noeilella T	Liggett,Stephen B	DVANDERM@USF.EDU				495000274437	CENTRIFUGE	SORVALL	ST16R	414570012	ALZ0517	AAS0100	05/01/2013	09/27/2017 10:25:18AM
TRF	0000000124	N	TO NEW DEPARTMENT	Submitted - Awaiting Submitting AO Approval	Shaw,Noeilella T	Toso,Kevin H	DVANDERM@USF.EDU	Boyd,Shirley A.	THERBY@USF.EDU		495000206957	INFOCUS 720 PRQJECTOR	INFOCUS			SVC1087D	ALN0134A	08/29/1997	11/22/2017 2:12:15PM
TRF	0000000125	Y	TO NEW DEPARTMENT	Submitting AO Approval Completed - If New Department TRF and Grant related Awaiting Research Approval/If Location Only Awaiting AM Office Finalization	Shaw,Noeilella T	Liggett,Stephen B	DVANDERM@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000274418	FUME HOOD	JMP	ISOLATOR GEN-5	1-1	ALZ0520	ALN0134A	05/07/2013	11/30/2017 10:58:47AM
TRF	0000000060	Y	TO NEW DEPARTMENT	Grant Research Approved - Awaiting Receiving AO Approval	Shaw,Noeilella T	Liggett,Stephen B	DVANDERM@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000274303	CENTRIFUGE	SORVALL	LYNX 4000	41480534	ALZ0517	ALN0134A	05/06/2013	11/03/2017 10:36:34AM
TRF	0000000061	Y	TO NEW DEPARTMENT	Submitted - Awaiting Submitting AO Approval	Shaw,Noeilella T	Liggett,Stephen B	DVANDERM@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000274418	FUME HOOD	JMP	ISOLATOR GEN-5	1-1	ALZ0520	ALN0134A	05/07/2013	10/03/2017 10:54:13AM
TRF	0000000062	Y	TO NEW DEPARTMENT	Grant Research Approved - Awaiting Receiving AO Approval	Shaw,Noeilella T	Liggett,Stephen B	DVANDERM@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000274437	CENTRIFUGE	SORVALL	ST16R	414570012	ALZ0517	ALN0134A	05/01/2013	11/30/2017 10:45:49AM
TRF	0000000063	Y	TO NEW DEPARTMENT	Submitting AO Approval Completed - If New Department TRF and Grant related Awaiting Research Approval/If Location Only Awaiting AM Office Finalization	Shaw,Noeilella T	Liggett,Stephen B	DVANDERM@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000274568	CHEMIDOC IMAGING	BIO RAD		731BR01484	ALZ0517	ALN0134A	04/23/2013	11/03/2017 3:53:54PM
TRF	0000000064	Y	TRANSFER TO NEW LOCATION ONLY	Submitted - Awaiting Submitting AO Approval	Shaw,Noeilella T	Liggett,Stephen B	DVANDERM@USF.EDU				495000274303	CENTRIFUGE	SORVALL	LYNX 4000	41480534	ALZ0517	ALN0134A	05/06/2013	10/03/2017 11:09:27AM

## U\_ASSET\_TRF\_STAT\_BY\_AO\_AOD

In the new window/tab, click on the magnifying glass next to the AO/D Name field to do a look up.

**U\_ASSET\_TRF\_STAT\_BY\_AO\_AOD - In Process Transfers AO/D**

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AO/D Name  

[View Results](#)

You should be presented with a pop up with a field to enter a name. Name searches are CASE SENSITIVE. Please ensure to use proper capitalization standards to search for the last name of the AO/D you are looking up. If they have a complex last name you may want to look it up by the first portion of their last name. This is especially true for individuals with multiple or hyphenated last names.

Search by:

↕
begins with

Look Up
Cancel
Advanced Lookup

### Search Results

Only the first 300 results can be displayed.

View 100
First
1-300 of 300
Last

Name	Routing Name
Adams, Charles H	TPA260000
Adams, John H	HSC640806
Aleo, Glen R	TPA025500
Aleo, Glen R	TPA025503
Alessandrini, Jo Ann G	HSC610300
Alessandrini, Jo Ann G	HSC682500
Alexander, Donna P	HSC540205
Alexander, Donna P	HSC600113
Alexander, Donna P	HSC600117
Alexander, Donna P	HSC600118
Alexander, Donna P	HSC640100
Alexander, Donna P	HSC640101
Alexander, Donna P	HSC640105
Alexander, Donna P	HSC640107
Alexander, Donna P	HSC640200
Alexander, Donna P	HSC640201
Alexander, Donna P	HSC640205
Alexander, Donna P	HSC640300
Alexander, Donna P	HSC640301
Alexander, Donna P	HSC640400
Alexander, Donna P	HSC640401
Alexander, Donna P	HSC640500
Alexander, Donna P	HSC640501
Alexander, Donna P	HSC640505
Alexander, Donna P	HSC640800
Alexander, Donna P	HSC640801
Alexander, Donna P	HSC640900
Alexander, Donna P	HSC641000
Alexander, Donna P	HSC641200

Search by: Name begins with Toso

Look Up Cancel Advanced Lookup

**Search Results**  
Only the first 300 results can be displayed.

View 100 First 1-300 of 300 Last

Name	Routing Name
Adams, Charles H	TPA260000
Adams, John H	HSC640806
Aleo, Glen R	TPA025500
Aleo, Glen R	TPA025503

Once you have located the individual click on any of the rows for the person you are looking for.

Search by: Name begins with Toso

Look Up Cancel Advanced Lookup

**Search Results**


View 100 First 1-60 of 60 Last

Name	Routing Name
Toso, Kevin H	LKL008600
Toso, Kevin H	LKL008700
Toso, Kevin H	LKL540400
Toso, Kevin H	LKL540700
Toso, Kevin H	LKL540800
Toso, Kevin H	LKL540900
Toso, Kevin H	LKL541100
Toso, Kevin H	LKL541201

Then click the View Results button. This will provide you with a listing of those forms not in Pending or Finalized status. The search brings back results whether the individual is the Submitting Approver or the Receiving Approver.

**U\_ASSET\_TRF\_STAT\_BY\_AO\_AOD - In Process Transfers AO/D**

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AO/D Name  

[View Results](#)

Form Type	Form Number	Project Related?	Transfer Type	Form Status	Submitter Name	Submitter Email
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The following details the data provided in each column of the query results.

Form Type	Form Number	Project Related?	Transfer Type	Form Status	Submitter Name	Submitter Email	Submitting Approver Name	Submitting Approver Email	Receiving Approver Name	Receiving Approver Email
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- Form Type: For this query this should always be TRF for Transfer.
- Form Number: This is the unique sequentially assigned numerical identifier for the request (this pool of numbers are shared with the property relief requests).
- Project Related?: This denotes whether the asset has a project ID associated with it (Y) or Not (N).
- Transfer Type: This is either Transfer to New Location Only or Transfer To New Department.
- Form Status: This is the status of the request.
- Submitter Name: The name of the user who submitted the request.
- Submitter Email: The email of the user who submitted the request.
- Submitting Approver Name: The name of the user who is the assigned submitting approver.
- Submitting Approver Email: The email of the user who is the assigned submitting approver.
- Receiving Approver Name: The name of the user who is the assigned receiving approver.
- Receiving Approver Email: The email of the user who is the assigned receiving approver.



Asset Information	Tag Number	Asset Description	Manufacturer	Model	Serial ID	Acquisition Date	From Location	To Location	Date & Time Last Updated
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**Asset Information:** This is a divider to denote the start of the Asset Information.

**Tag Number:** This is the Tag Number of the Asset

**Asset Description:** This is the Description of the Asset as contained within Asset Management.

**Manufacturer:** This is the Manufacturer of the Asset

**Model:** This is the Model of the Asset

**Serial ID:** This is the Serial ID of the Asset

**From Location:** This is the location where the asset was last known to be located and is the assumed moving from location

**To Location:** This is the location provided as to where the asset is being transferred to.

**Acquisition Date:** The acquisition date of the asset

**Date & Time Last Updated:** The last date and time the request was updated either by submission or approvals/rejections

The query returns a listing of all transfer requests which are in a process and do not have a status of Pending or Final. The listing includes those forms where the AO/D is either the Submitting Approver or the Receiving Approver.

Form Type	Form Number	Project Related?	Transfer Type	Form Status	Submitter Name	Submitter Email	Submitting Approver Name	Submitting Approver Email	Receiving Approver Name	Receiving Approver Email	Asset Information	Tag Number	Asset Description	Manufacturer	Model	Serial ID	Acquisition Date	From Location	To Location	Last Date and Time Updated
TRF	0000000061	Y	TO NEW DEPARTMENT	Submitted - Awaiting Submitting AO Approval	Shaw,Noellella T	DVANDERM@USF.EDU	Liggett,Stephen B	DVANDERM@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000274418	FUME HOOD	JMP	ISOLATOR GEN-5	1-1	05/07/2013	ALZ0520	ALN0134A	10/03/2017 10:54:13AM
TRF	0000000062	Y	TO NEW DEPARTMENT	Grant Research Approved - Awaiting Receiving AO Approval	Shaw,Noellella T	DVANDERM@USF.EDU	Liggett,Stephen B	DVANDERM@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000274437	CENTRIFUGE	SORVALL	ST16R	414570012	05/01/2013	ALZ0517	ALN0134A	11/30/2017 10:45:49AM
TRF	0000000063	Y	TO NEW DEPARTMENT	Submitting AO Approval - If New Department TRF and Grant related Awaiting Research Approval/If Location Only Awaiting AM Office Finalization	Shaw,Noellella T	DVANDERM@USF.EDU	Liggett,Stephen B	DVANDERM@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000274568	CHEMIDOC IMAGING	BIO RAD		731BR01484	04/23/2013	ALZ0517	ALN0134A	11/03/2017 3:53:54PM
TRF	0000000093	N	TO NEW DEPARTMENT	Submitting AO Approval Completed/Awaiting Receiving AO Approval	Clark,Linda C	THERBY@USF.EDU	Pendleton,Laura C	THERBY@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000198526	NUAIRE BIOSAFETY HOOD	NUAIRE			12/29/1995	MDC2529A	MDC3521A	10/25/2017 9:50:50AM
TRF	0000000094	N	TO NEW DEPARTMENT	Submitting AO Approval Completed/Awaiting Receiving AO Approval	Clark,Linda C	THERBY@USF.EDU	Pendleton,Laura C	THERBY@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000225488	SO LOW FREEZER-U85-18	SO-LOW			01/31/2001	MDC4165	MDC3522	10/25/2017 9:50:13AM
TRF	0000000099	N	TO NEW DEPARTMENT	Submitting AO Approval Completed/Awaiting Receiving AO Approval	Smith,Carl A	THERBY@USF.EDU	Tobias,Adam P	atobias@usf.edu	Toso,Kevin H	DVANDERM@USF.EDU		495000208201	CISCO AS 5300 ACCESS SERVER	CISCO			01/30/1998	SVC3024	ALN0147	10/25/2017 6:16:48PM
TRF	0000000105	N	TO NEW DEPARTMENT	Receiving AO Approved/Awaiting AM Office Finalization	Landon,Carol S	THERBY@USF.EDU	Strobbe,Joann M	THERBY@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000160121	TEKTRONIX 2430A OSCILLOSCOPE	TEKTRONIX			09/01/1987	MDC3052	ACC0134	11/03/2017 3:49:45PM
TRF	0000000123	N	TO NEW DEPARTMENT	Submitted - Awaiting Submitting AO Approval	Clark,Linda C	THERBY@USF.EDU	Strobbe,Joann M	THERBY@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU		495000160121	TEKTRONIX 2430A OSCILLOSCOPE	TEKTRONIX			09/01/1987	MDC3052	ALN0134A	11/22/2017 11:13:30AM
TRF	0000000124	N	TO NEW DEPARTMENT	Submitted - Awaiting Submitting AO Approval	Shaw,Noellella T	DVANDERM@USF.EDU	Toso,Kevin H	DVANDERM@USF.EDU	Boyd,Shirley A	THERBY@USF.EDU		495000206957	INFOCUS 720 PROJECTOR	INFOCUS			08/29/1997	SVC1087D	ALN0134A	11/22/2017 2:12:15PM

## U\_ASSET\_PRR\_STAT\_BY\_SUBMITTER

In the new window/tab, enter the percent sign to replace the leading zeroes of the Empl ID for the submitter you are inquiring about. Then click View Results

**U\_ASSET\_PRR\_STAT\_BY\_SUBMITTER - In Process ReliefReq Submitter**

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Empl ID Like %

[View Results](#)

The following details the data provided in each column of the query results.

Form Type	Form Number	Project Related?	Request Type	SALV/SURP/CANN Reason	"Other" Request Type Reason	Form Status	Submitter Name	Accountable Officer/Designee
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**Form Type:** For this query this should always be PRR for Property Relief Request.

**Form Number:** This is the unique sequentially assigned numerical identifier for the request (this pool of numbers are shared with the transfer requests).

**Project Related?:** This denotes whether the asset has a project ID associated with it (Y) or Not (N).

**Request Type:** This is the type of request.

**SLAV/SURP/CANN Reason:** This is the reason for the type or request when it is a Salvage, Surplus, Or Cannibalization request.

**"Other" Request Type Reason:** This will be populated for requests which do not fall under one of the other categories and the other option was selected.

**Form Status:** This is the status of the request.

**Submitter Name:** The name of the user who submitted the request.

**Accountable Officer/Designee:** The name of the user who is the assigned to approve the request for relief.

Asset Information	Tag Number	Asset Description	Manufacturer	Model	Serial ID	Location	Acquisition Date	Date & Time Last Updated
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Asset Information: This is a divider to denote the start of the Asset Information.

Tag Number: This is the Tag Number of the Asset

Asset Description: This is the Description of the Asset as contained within Asset Management.

Manufacturer: This is the Manufacturer of the Asset

Model: This is the Model of the Asset

Serial ID: This is the Serial ID of the Asset

Location: This is the location where the asset was last known to be located.

Acquisition Date: The acquisition date of the asset

Date & Time Last Updated: The last date and time the request was updated either by submission or approvals/rejections

The following images show results for different types requests. Not the Salvage/Surplus has a reason while the Other request type has an Other Reason.

Form Type	Form Number	Project Related?	Request Type	SALV/SURP/CANN Reason	Other Reason	Form Status	Submitter Name	Accountable Officer/Designee	Asset Information	Tag Number	Asset Description	Manufacturer	Model	Serial ID	Location	Acquisition Date	Last Upd DTm
PRR	0000000006	Y	Salvage/Surplus	Damaged		AM Review Board Approved - Awaiting Either AM Staff Final Action (Un-located/Stolen) or AO Action	Shaw,Noellella T	Liggett,Stephen B		495000274303	CENTRIFUGE	SORVALL	LYNX 4000	41480534	ALZ0517	05/06/2013	09/28/2017 3:47:26PM
PRR	0000000089	N	Other		Transfer to USF Foundation	Submitted - Awaiting Initial AO Approval	Shaw,Noellella T	Bolgiano,Christopher F		495000274468	UPRIGHT FREEZER	THERMO REVCO	UXF30086A	0132271130712	SMM2005	08/29/2013	10/09/2017 2:44:23PM
PRR	0000000090	N	Other		Transfer Other In State University	Submitted - Awaiting Initial AO Approval	Shaw,Noellella T	Helton,Patricia Sue		495000267060	LOUD SPEAKER	REINKUS-HEINZ		001BDE00F1D	USC0256	08/13/2012	10/09/2017 2:50:19PM
PRR	0000000091	N	Other		Transfer In State Agency	Submitted - Awaiting Initial AO Approval	Shaw,Noellella T	Diaz,Jacob Lee		495000267061	LOUD SPEAKER	REINKUS-HEINZ		001BDE003079	USC0256	08/13/2012	10/09/2017 2:58:07PM


## U\_ASSET\_PRR\_STAT\_BY\_AO\_AOD

In the new window/tab, click on the magnifying glass next to the AO/D Name field to do a look up.

**U\_ASSET\_PRR\_STAT\_BY\_AO\_AOD - In Process ReliefReq AO/D**

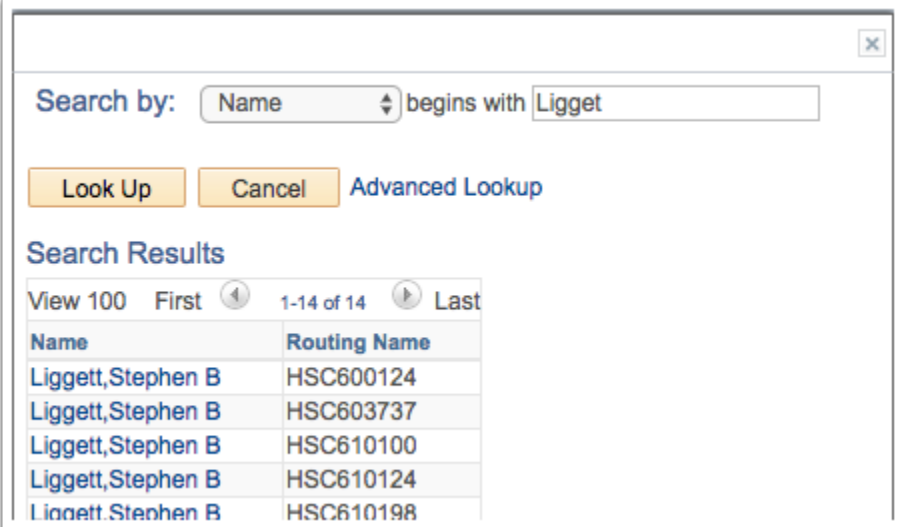
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AO/D Name



You should be presented with a pop up with a field to enter a name. Name searches are CASE SENSITIVE. Please ensure to use proper capitalization standards to search for the last name of the AO/D you are looking up. If they have a complex last name you may want to look it up by the first portion of their last name. This is especially true for individuals with multiple or hyphenated last names.

Once you have located the individual click on any of the rows for the person you are looking for.



Search by: Name begins with Ligget

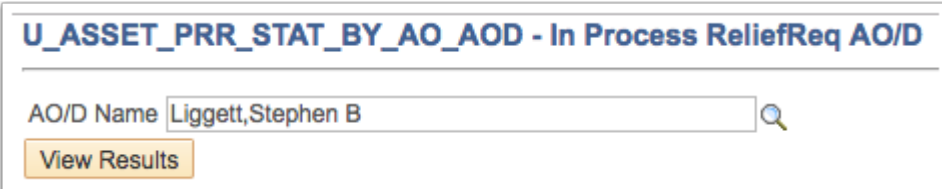
Look Up Cancel Advanced Lookup

Search Results

View 100 First 1-14 of 14 Last

Name	Routing Name
Liggett, Stephen B	HSC600124
Liggett, Stephen B	HSC603737
Liggett, Stephen B	HSC610100
Liggett, Stephen B	HSC610124
Liggett, Stephen B	HSC610198

Then click the View Results button. This will provide you with a listing of those forms not in Pending or Finalized status.



**U\_ASSET\_PRR\_STAT\_BY\_AO\_AOD - In Process ReliefReq AO/D**

AO/D Name Liggett, Stephen B

View Results

The following details the data provided in each column of the query results.

Form Type	Form Number	Project Related?	Request Type	SALV/SURP/CANN Reason	"Other" Request Type Reason	Form Status	Accountable Officer/Designee	Submitter Name
-----------	-------------	------------------	--------------	-----------------------	-----------------------------	-------------	------------------------------	----------------

Form Type: For this query this should always be PRR for Property Relief Request.

Form Number: This is the unique sequentially assigned numerical identifier for the request (this pool of numbers are shared with the transfer requests).

Project Related?: This denotes whether the asset has a project ID associated with it (Y) or Not (N).

Request Type: This is the type of request.

SLAV/SURP/CANN Reason: This is the reason for the type or request when it is a Salvage, Surplus, Or Cannibalization request.

"Other" Request Type Reason: This will be populated for requests which do not fall under one of the other categories and the other option was selected.

Form Status: This is the status of the request.

Accountable Officer/Designee: The name of the user who is the assigned to approve the request for relief.

Submitter Name: The name of the user who submitted the request.

Asset Information	Tag Number	Asset Description	Manufacturer	Model	Serial ID	Location	Acquisition Date	Date & Time Last Updated
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Asset Information: This is a divider to denote the start of the Asset Information.

Tag Number: This is the Tag Number of the Asset

Asset Description: This is the Description of the Asset as contained within Asset Management.

Manufacturer: This is the Manufacturer of the Asset

Model: This is the Model of the Asset

Serial ID: This is the Serial ID of the Asset

Location: This is the location where the asset was last known to be located.

Acquisition Date: The acquisition date of the asset

Date &Time Last Updated: The last date and time the request was updated either by submission or approvals/rejections

The listing below shows those requests for the AO/D which are still in process.

Form Type	Form Number	Request Type	SALV/SURP/CANN Reason	"Other" Request Type Reason	Form Status	Accountable Officer/Designee	Submitter Name	Asset Information	Tag Number	Asset Description	Manufacturer	Model	Serial ID	Location	Acquisition Date
PRR	000000006	Salvage/Surplus	Damaged		AM Review Board Approved - Awaiting Either AM Staff Final Action (Un-located/Stolen) or AO Action	Liggett,Stephen B	Shaw,Noeieila T		495000274303	CENTRIFUGE	SORVALL	LYNX 4000	41480534	ALZ0517	05/06/2013
PRR	000000007	Salvage/Surplus	Obsolete		AM Review Board Approved - Awaiting Either AM Staff Final Action (Un-located/Stolen) or AO Action	Liggett,Stephen B	Shaw,Noeieila T		495000274418	FUME HOOD	JMP	ISOLATOR GEN-5	1-1	ALZ0520	05/07/2013
PRR	000000009	Salvage/Surplus	Outdated		AM Review Board Approved - Awaiting Either AM Staff Final Action (Un-located/Stolen) or AO Action	Liggett,Stephen B	Shaw,Noeieila T		495000274568	CHEMIDOC IMAGING	BIO RAD		731BR01484	ALZ0517	04/23/2013
PRR	000000010	Cannibalization	Damaged		AM Review Board Approved - Awaiting Either AM Staff Final Action (Un-located/Stolen) or AO Action	Liggett,Stephen B	Shaw,Noeieila T		495000274303	CENTRIFUGE	SORVALL	LYNX 4000	41480534	ALZ0517	05/06/2013
PRR	000000011	Cannibalization	Obsolete		AM Review Board Approved - Awaiting Either AM Staff Final Action (Un-located/Stolen) or AO Action	Liggett,Stephen B	Shaw,Noeieila T		495000274418	FUME HOOD	JMP	ISOLATOR GEN-5	1-1	ALZ0520	05/07/2013
PRR	000000012	Cannibalization	Excess		AM Review Board Approved - Awaiting Either AM Staff Final Action (Un-located/Stolen) or AO Action	Liggett,Stephen B	Shaw,Noeieila T		495000274437	CENTRIFUGE	SORVALL	ST16R	414570012	ALZ0517	05/01/2013
PRR	000000069	Salvage/Surplus	Damaged		Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274303	CENTRIFUGE	SORVALL	LYNX 4000	41480534	ALZ0517	05/06/2013
PRR	000000070	Salvage/Surplus	Obsolete		Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274418	FUME HOOD	JMP	ISOLATOR GEN-5	1-1	ALZ0520	05/07/2013
PRR	000000071	Salvage/Surplus	Excess		Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274437	CENTRIFUGE	SORVALL	ST16R	414570012	ALZ0517	05/01/2013
PRR	000000072	Salvage/Surplus	Outdated		Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274568	CHEMIDOC IMAGING	BIO RAD		731BR01484	ALZ0517	04/23/2013
PRR	000000073	Cannibalization	Damaged		Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274303	CENTRIFUGE	SORVALL	LYNX 4000	41480534	ALZ0517	05/06/2013
PRR	000000074	Cannibalization	Obsolete		Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274418	FUME HOOD	JMP	ISOLATOR GEN-5	1-1	ALZ0520	05/07/2013
PRR	000000075	Cannibalization	Excess		Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274437	CENTRIFUGE	SORVALL	ST16R	414570012	ALZ0517	05/01/2013
PRR	000000076	Cannibalization	Outdated		Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274568	CHEMIDOC IMAGING	BIO RAD		731BR01484	ALZ0517	04/23/2013
PRR	000000113	Salvage/Surplus	Damaged		Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274303	CENTRIFUGE	SORVALL	LYNX 4000	41480534	ALZ0517	05/06/2013
PRR	000000114	Salvage/Surplus	Excess		Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274303	CENTRIFUGE	SORVALL	LYNX 4000	41480534	ALZ0517	05/06/2013
PRR	000000115	Unlocated			Submitted - Awaiting Initial AO Approval	Liggett,Stephen B	Shaw,Noeieila T		495000274418	FUME HOOD	JMP	ISOLATOR GEN-5	1-1	ALZ0520	05/07/2013