



**SSCT**

*"For Nation's Greater Heights"*

S.9.1. adjustable/movable shelves;



## ADJUSTABLE/MOVABLE SHELVES

LOW SHELVES SINGLE



MID-SHELVES SINGLE

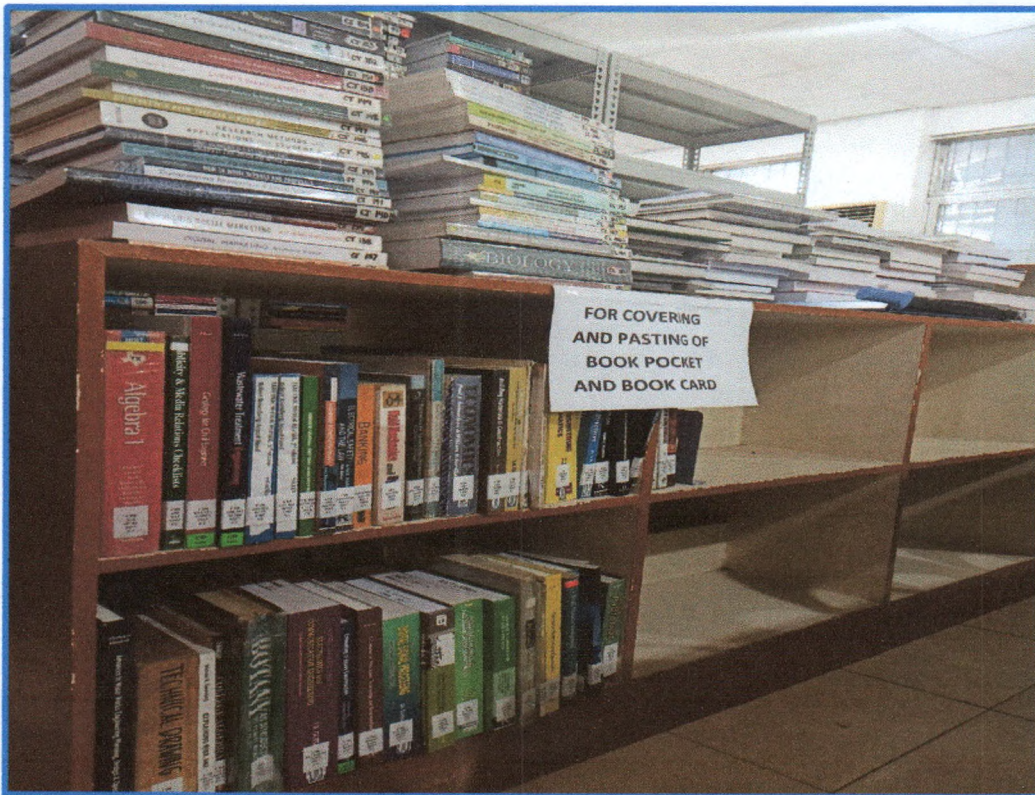




## HIGH SHELVES DOUBLE



## LOW SHELVES DOUBLE

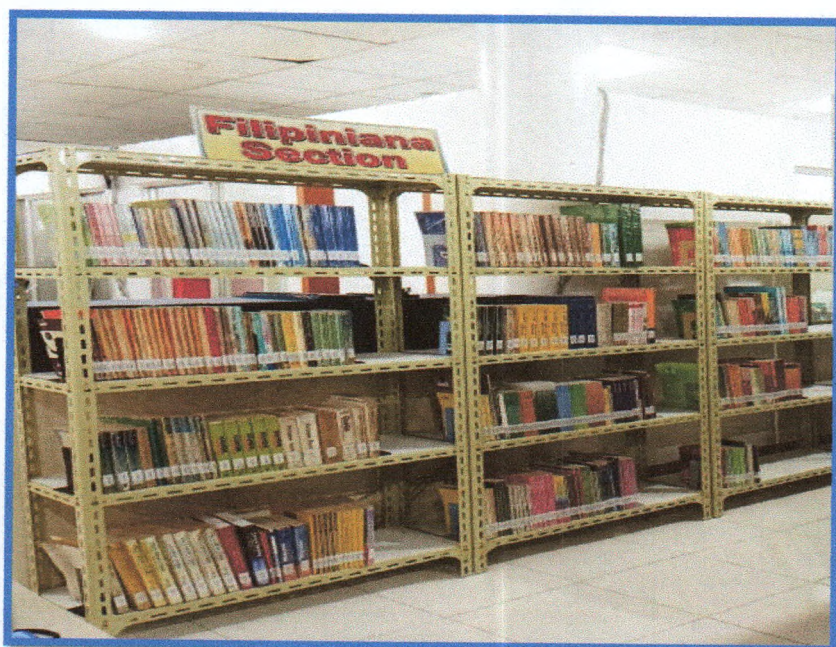
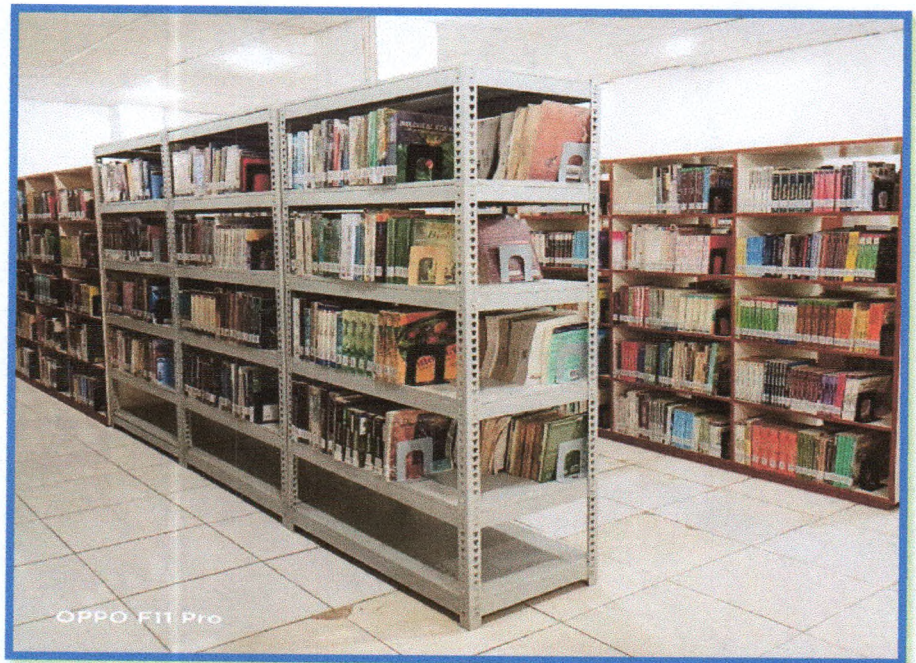




HIGH SHELVES SINGLE

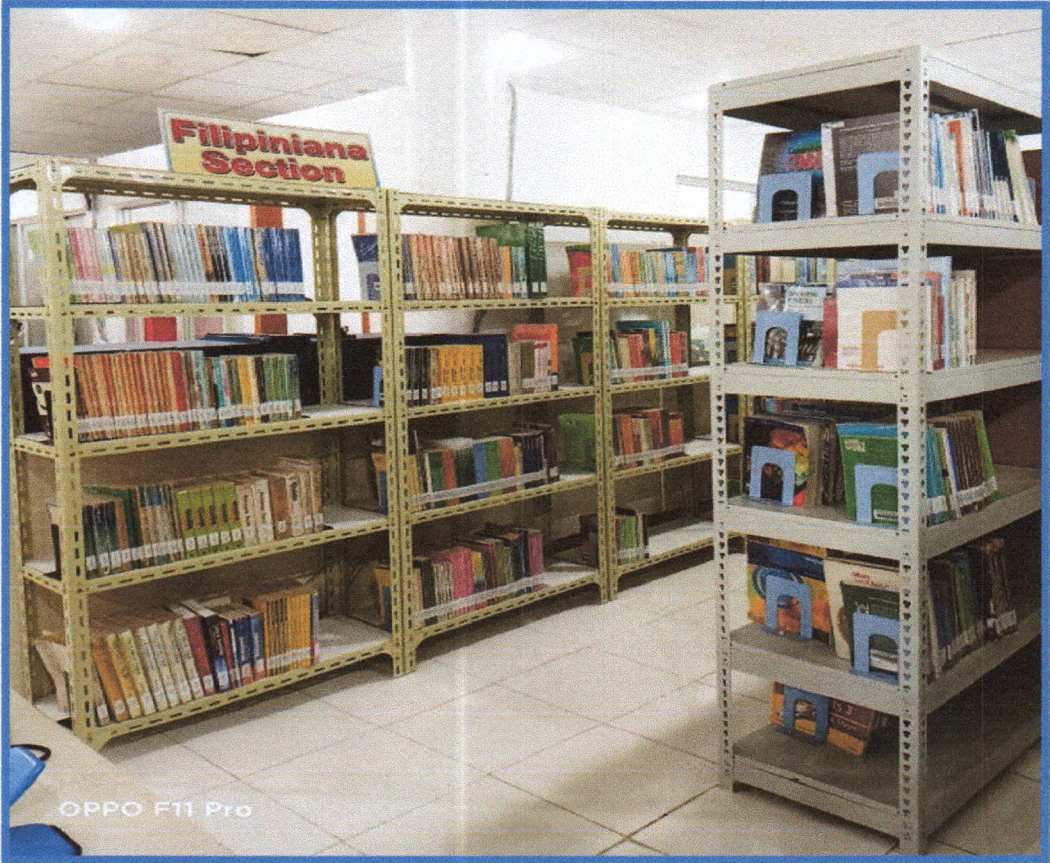
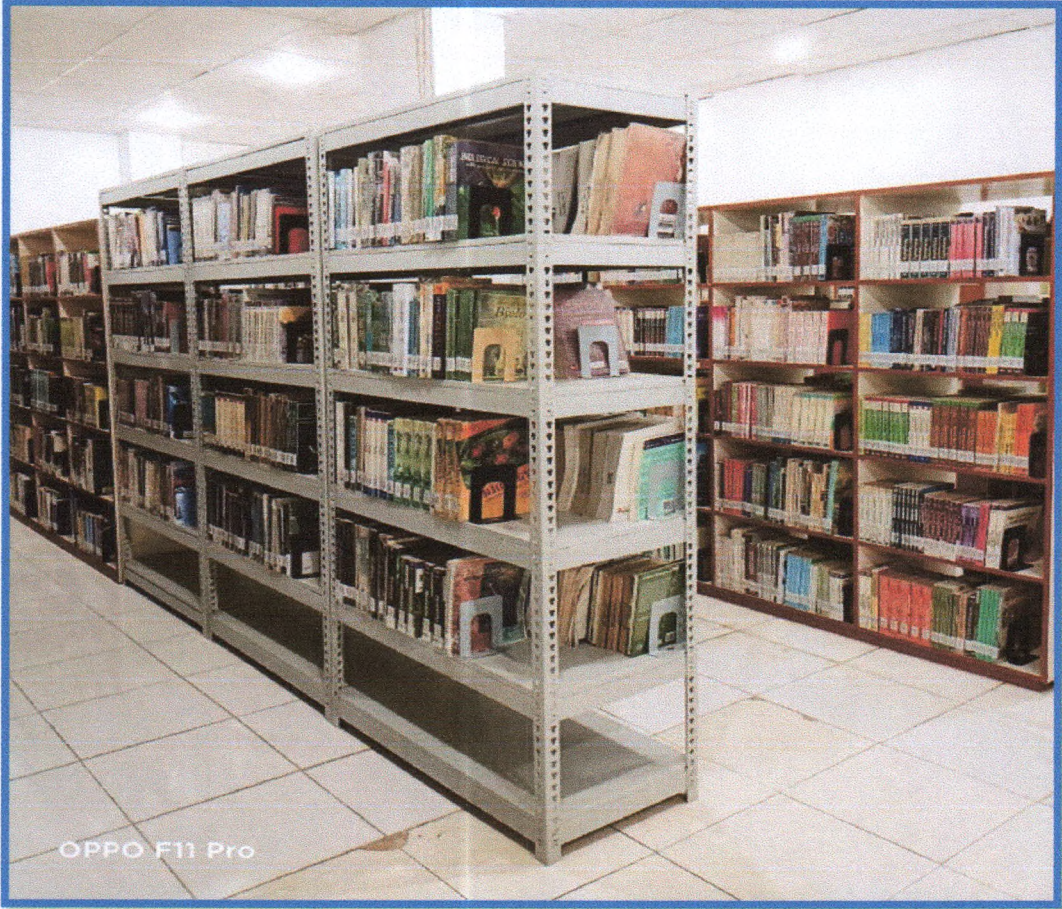


STEEL SHELVES





ADJUSTABLE/MOVABLE SHELVES







## URIGAO STATE COLLEGE OF TECHNOLOGY

Surigao City Campus

Library Department

## REPORT ON THE PHYSICAL COUNT OF PROPERTY PLANT AND EQUIPMENT

As of August 2020

## LIST OF LIBRARY FURNITURE AND EQUIPMENT

Name of Furniture/Equipment	Quantity	Location	Remarks
Adjustable/movable shelves			
a. Low shelves single	8	Circulation/Gen. Ref/Periodical Section	Functional
b. Mid-shelves single	4	Circulation/Gen. Ref/Periodical Section	Functional
c. High shelves double	5	Circulation/Gen. Ref/Periodical Section	Functional
d. Low shelves double	1	Circulation/Gen. Ref/Periodical Section	Functional
e. High shelves single	2	Circulation/Gen. Ref/Periodical Section	Functional
f. High shelves half single		Circulation/Gen. Ref/Periodical Section	Functional
g. Steel Shelves	13	Circulation/Gen. Ref/Periodical Section	Functional
Air conditioner; 3 tons floor mounted type	8	Reading Area	5 Not Functional; 2
Book Stand	10	Reading Area	Functional
Bulletin Boards	1	Lobby	Functional
Card Catalog Cabinet	1	General Reference Section	Functional
Carrels for individual study	23	Reading Area	Functional
Charging desk with bookshelf	1	Circulation Section	Functional
Circular shelve	2	General Reference Section	Functional
Computer set	15	E-Lib Section/ Circulation/ Technical/Acquisition/GenRef Section/Entrance Section	Functional
Computer speakers	1	Circulation /Acquisition Section	Functional
Counter desk	4	E-Lib Section/GenRef Section/ Circulation /Technical/	Functional
Printer; Epson L210	1	Acquisition Section	Functional
Printer; Epson L365	1	Technical Section	Functional
Printer; Epson L360	1	Circulation Section	Functional
Printer; Hp deskjet 1050	1	Circulation Section	Functional
Printer; Lexmark MX510de	1	Technical Section	Functional
Corner set w/ center table and 4 stools	1	Entrance/Reading Area	Functional
Dictionary stand	1	General Reference Sections	Functional
Ergonomic chairs	5	GenRef/Circulation/Technical/Acquisition	Functional
Fax machine	1	Acquisition Section	Functional
Librarians table	1	Acquisition Section	Functional
Magazine display shelves	3	Periodical Section	Functional
Monoblock chairs	316	Reading Area/Circulation	Functional
Newspaper rack	1	Periodical Section	Functional
Office table	1	Circulation Section	Functional
Study table 4 seater	28	Reading Area	Functional
Study table 6 seater	5	Reading Area	Functional
Study table 8 seater	1	Reading Area	Functional
Telephone	1	Technical Section	Functional
Water dispenser	1	Storage Room	Functional
Wooden chairs	9	E-lib Section	Functional
Xerox machine	1	Technical Section	Functional
6 seater glass conference table (oval)	1set	Technical Section	Functional
KTC LED TV w/remote controller; 29 inches	1	Reading Area	Functional
LCD Projector; EPSON	1	Technical Section	Functional
DVD player	1	Technical Section	Functional
Camera(DSLR) Canon EOS 1300D	1	Technical Section	Functional
Laminating Machine	1	Technical Section	Functional
Binding Machine	1	Technical Section	Functional
Thermal Printer	1	Circulation Section	Functional
Book Trolley	1	All areas	Functional
Elliptical Reading, Chair Full Cushion Back and Seating	1	LRC/Learning Commons	Functional
Collaborative lounge with center table	1	LRC/Learning Commons	Functional
Tyra Dining 4 seaters	1	LRC/Learning Commons	Functional
Oslo Dining 2 seaters	1	LRC/Learning Commons	Functional
Pavel Dining 2 seaters	4	LRC/Learning Commons	Functional
Office table	4	LRC/Innovative Research Room	Functional
Conference table; (2.4x1.20);	3	LRC/Conference and Discussion Room	Functional
Desktop Computer; Acer	40 sets	LRC/ Internet Zone	Functional
Computer Stand/Desk for OPAC	2	LRC/Learning Commons	Functional



Moss Low Back Office Chair	2	LRC/Learning Commons	Functional
Bryn Convertible Bench (black)	4	LRC/Learning Commons	Functional
Bar chairs(4 maroon, 4 brown)	8	LRC/Learning Commons	Functional
Bar stool	4	LRC/Learning Commons	Functional
White Carpet	6	LRC/Learning Commons	Functional
Circular ottoman; green red	5	LRC/Learning Commons	Functional
Cubes tool	5	LRC/Learning Commons	Functional
Double decker bed	2	LRC/Research Room	Functional
Oddie Conference table CFT -5303	1	LRC/Research Room	Functional
Monoblock chairs classic	14	LRC/Research Room	Functional
Oddie ZP Work station	17 units	LRC/Research Room	Functional
Visitors chairs for conference table	20	LRC/Research Room	Functional
Monoblock chairs; candy chair	30	LRC/Internet Zone	Functional

Certified correct:

*ECP*  
**ELSA C. PELICANO**  
 Administrative Officer V  
 Supply Officer III





SURIGAO STATE COLLEGE OF TECHNOLOGY

Surigao City Campus

Library Department

REPORT ON THE PHYSICAL COUNT OF PROPERTY PLANT AND EQUIPMENT

As of December 2019

LIST OF UPDATED LIBRARY FURNITURE AND EQUIPMENT

Name of Furniture/Equipment	Quantity	Location	Remarks
Adjustable/movable shelves			
a. Low shelves single	8	Circulation/Gen. Ref/Periodical Section	Functional
b. Mid-shelves single	4	Circulation/Gen. Ref/Periodical Section	Functional
c. High shelves double	5	Circulation/Gen. Ref/Periodical Section	Functional
d. Low shelves double	1	Circulation/Gen. Ref/Periodical Section	Functional
e. High shelves single	2	Circulation/Gen. Ref/Periodical Section	Functional
f. High shelves half single	2	Circulation/Gen. Ref/Periodical Section	Functional
g. Steel Shelves	10	Circulation/Gen. Ref/Periodical Section	Functional
Air conditioner; 3 tons floor mounted type	8	Reading Area	5 Not Functional; 2 Functional
Book Stand	10	Reading Area	Functional
Bulletin Boards	1	Lobby	Functional
Card Catalog Cabinet	1	General Reference Section	Functional
Carrels for individual study	23	Reading Area	Functional
Charging desk with bookshelf	1	Circulation Section	Functional
Circular shelve	2	General Reference Section	Functional
Computer set	15	E-Lib Section/ Circulation/ Technical/Acquisition/GenRef Section/Entrance Section	Functional
Computer speakers	2	Circulation /Acquisition Section	Functional
Counter desk	4	E-Lib Section/GenRef Section/ Circulation /Technical/	Functional
Printer; Epson L210	1	Acquisition Section	Functional
Printer; Epson L365	1	Technical Section	Functional
Printer; Epson L360	1	Circulation Section	Functional
Printer; Hp deskjet 1050	1	Circulation Section	Functional
Printer; Lexmark MX510de	1	Technical Section	Functional
Corner set w/ center table and 4 stools	1	Entrance/Reading Area	Functional
Dictionary stand	1	General Reference Sections	Functional
Ergonomic chairs	5	GenRef/Circulation/Technical/Acquisition	Functional
Fax machine	1	Acquisition Section	Functional
Librarians table	1	Acquisition Section	Functional
Magazine display shelves	3	Periodical Section	Functional
Monoblock chairs	300	Reading Area/Circulation	Functional
Newspaper rack	1	Periodical Section	Functional
Office table	1	Circulation Section	Functional
Study table 4 seater	28	Reading Area	Functional
Study table 6 seater	6	Reading Area	Functional
Study table 8 seater	1	Reading Area	Functional
Telephone	1	Technical Section	Functional
Water dispenser	1	Storage Room	Functional
Wooden chairs	9	E-lib Section	Functional
Xerox machine	1	Technical Section	Functional
6 seater glass conference table (oval)	1set	Technical Section	Functional
KTC LED TV w/remote controller; 29 inches	1	Reading Area	Functional
LCD Projector; EPSON	1	Technical Section	Functional
DVD player	1	Technical Section	Functional
Camera(DSLR) Canon EOS 1300D	1	Technical Section	Functional
Laminating Machine	1	Technical Section	Functional
Binding Machine	1	Technical Section	Functional
Thermal Printer	1	Circulation Section	Functional

Certified correct:

*ELSA C. PELICANO*  
ELSA C. PELICANO






**SURIGAO STATE COLLEGE OF TECHNOLOGY**  
SURIGAO CITY

**REPORT ON THE PHYSICAL COUNT OF PROPERTY PLANT AND EQUIPMENT**  
As of April 2018

**LIST OF UPDATED LIBRARY FURNITURE AND EQUIPMENTS**

Name of Furniture/Equipment	Quantity	Remarks
Adjustable/movable shelves	21	Functional
a. Low shelves single	8	Functional
b. Mid-shelves single	3	Functional
c. High shelves double	5	Functional
d. Low shelves double	1	Functional
e. High shelves single	2	Functional
f. High shelves haft single	2	Functional
Air conditioner; 3 tons floor mounted type with outdoor unit	8	4 Not Functional; Functional
Automatic Voltage Regulator	3	1 Not Functional; Functional
Book Stand	10	Functional
Bulletin Boards	1	Functional
Card Catalog Cabinet	1	Functional
Carrels for individual study	23	Functional
Charging desk w/ bookshelf	1	Functional
Computer Set	17	2 Not Functional; Functional
Computer Speakers	2	Functional
Counter desk staff	5	Functional
Printer; Epson L210	1	Functional
Printer; Epson L365	1	Functional
Printer; LX300+II	1	Functional
Corner set w/ center table and 4 stools	1 set	Functional
Dictionary Stand	1	Functional
Ergonomic chairs	7	Functional
Fax Machine	1	Functional
Librarians Table	1	Functional
Magazine display shelves	2	Functional
Mono block chairs	300	Functional
Newspaper rack	1	Functional
Office Table	4	Functional
Study table 4 seater	28	Functional
Study table 6 seater	5	Functional
Study table 8 seater	1	Functional
Telephone	1	Functional
Uninterruptible Power Supply	18	2 Not Functional; Functional
Venetian blinds (color pink)	1	Functional
Water Dispenser	1	Functional
Wooden Chairs	9	Functional
Xerox Machines	1	Functional
6 seater glass conference table (oval)	1 set	Functional
KTC LED TV w/ remote controller; 29 inches	1	Functional
LCD Projector; EPSON	1	Functional
DVD player	1	Functional
Camera (DLSR) Canon EOS 1300D	1	Functional

Certified Correct:

  
**EISA C. PELICANO**  
 Administrative Officer V  
 Supply Officer III