

							SYSTEM
HICS 257 – RESOURCE ACCOUNTING RECORD							
1. DATE		2. SECTION			3. OPERATIONAL PERIOD DATE/TIME		
4. RESOURCE RECORD							
Time	Item/Facility Tracking ID #	Condition	Received from	Dispensed to	Returned (Date/Time)	Condition (or indicate if nonrecoverable)	Initials
5. CERTIFYING OFFICER			6. DATE/TIME SUBMITTED				
7. FACILITY NAME							

Purpose: Track Requested Equipment Origination: Section Chief
Copies to: Finance/Administration Section Chief, Resources Unit Leader, Material Tracking Manager and Originator