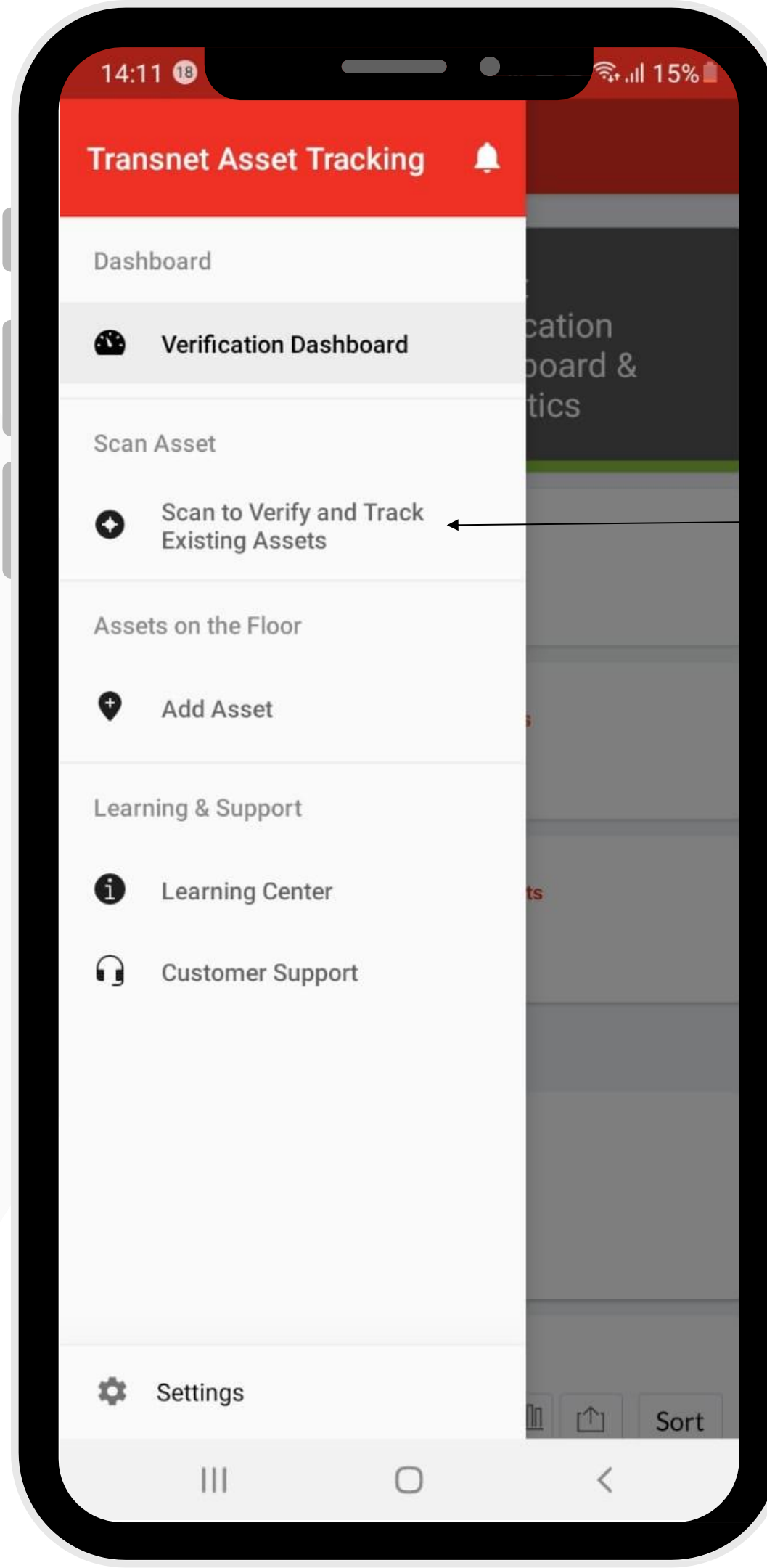
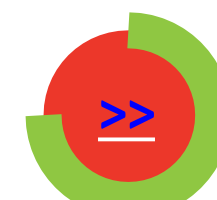




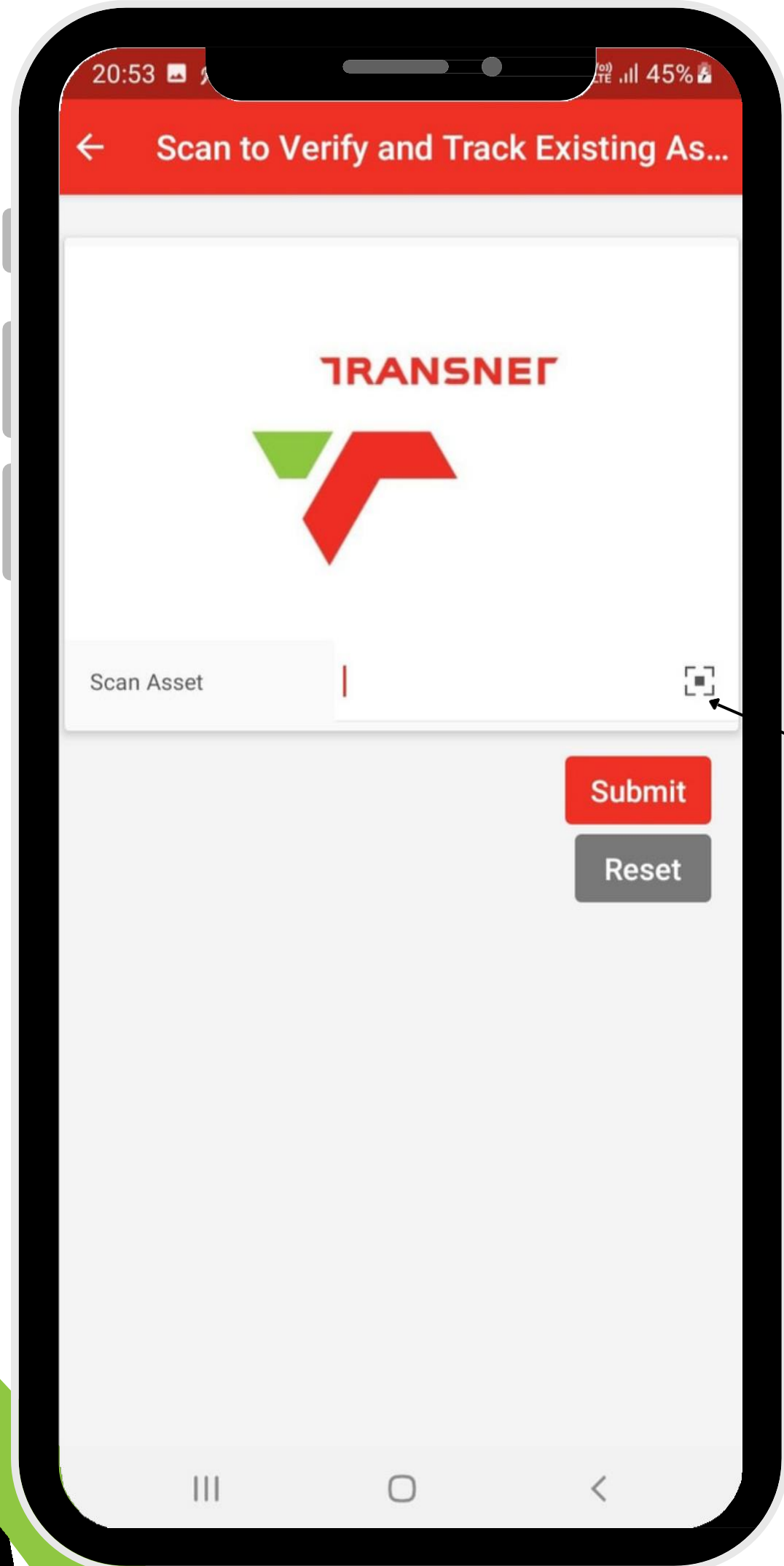
Verification Process



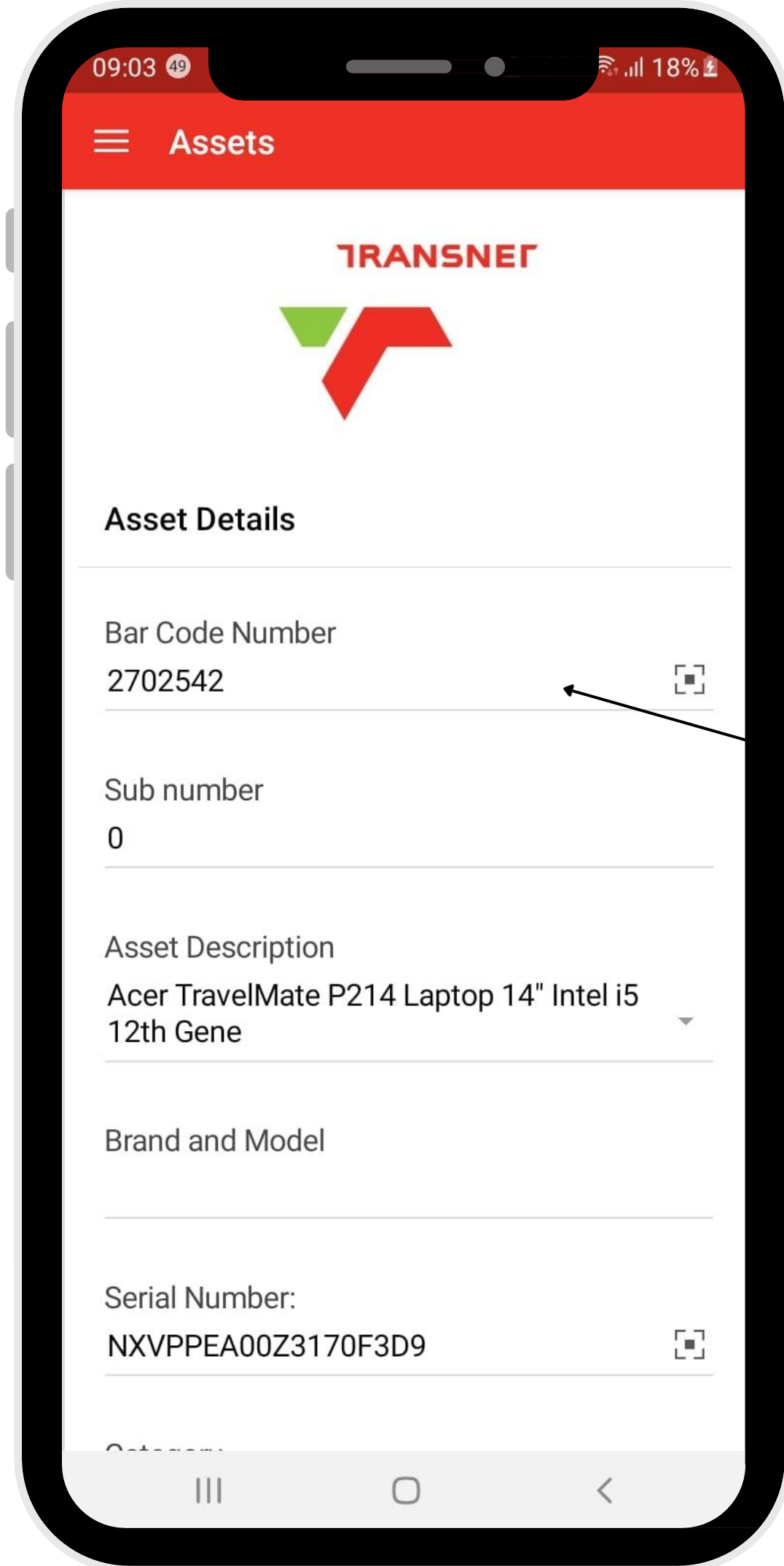
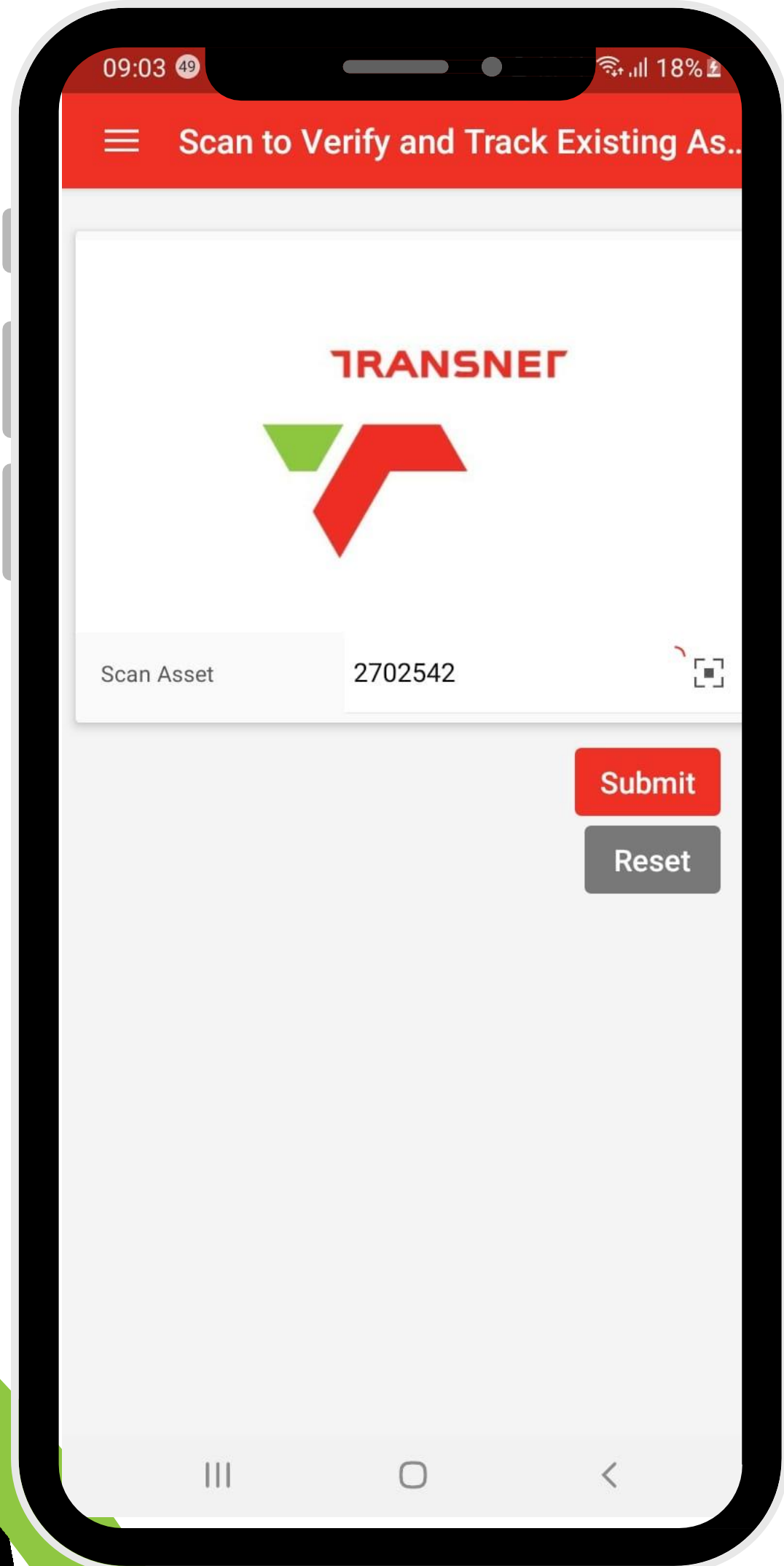
Scan to Verify and Track Existing Assets



[Back To Index](#)



Scan Bar Code to
Load Asset Details



Asset Details



07:43 17 49%

Assets

Recommend for T760 Transfer ☐

Attach T760
Tap to add file

Location Details

Location Code
-Select-

Building Name
-Select-

Room Number
-Select-

Floor
-Select-

Financial details

Capitalized On
09-Nov-2018

Select Recommend for Transfer to initiate the T760 process

Complete All applicable fields to verify the Asset Location



07:48 18 48%

Assets

Verification Details

Verification Codes

VIU- verified through use

Very Good: New, sound structure or appearance.

Good: Performance acceptable, good working condition, well maintained.

Poor: Some deterioration in structure or appearance. Still working with some impairment of performance.

Very Poor: Unsound, does not perform. Obsolete, reconstruction or replacement required.

Condition

Excellent

Recommend for G159 Scrapping

Attach G159

Tap to add file

Expected Asset Retirement Date

07-May-2029

New Asset Retirement Date

07-May-2029

10:59 15 36%

Assets

Very Good: New, sound structure or appearance.

Good: Performance acceptable, good working condition, well maintained.

Poor: Some deterioration in structure or appearance. Still working with some impairment of performance.

Very Poor: Unsound, does not perform. Obsolete, reconstruction or replacement required.

Condition

XGood Condition

Very Good

Good

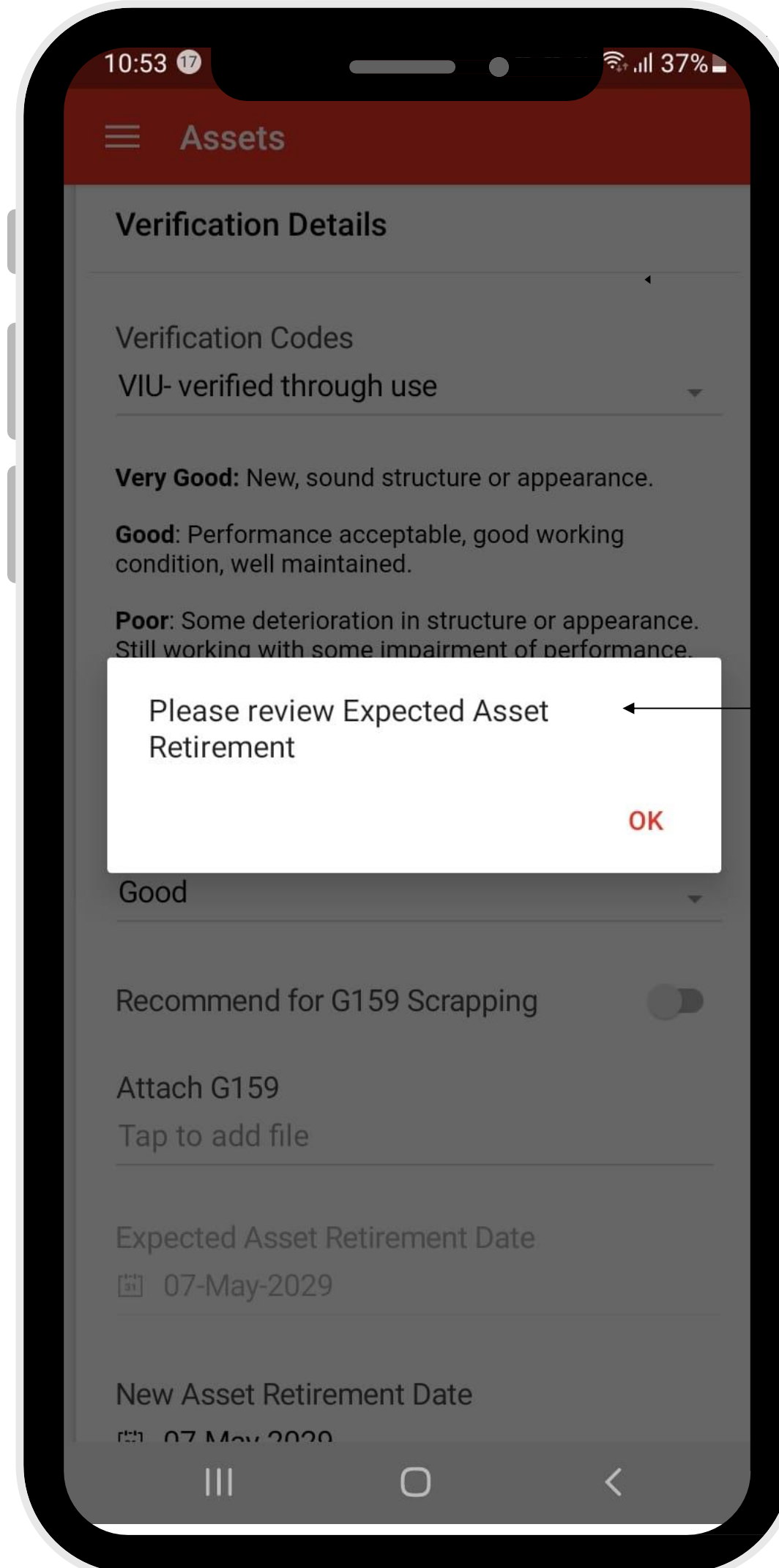
Fair

Poor

Very Poor

Excellent

Select a condition for the Asset



A prompt will pop up and indicate to review the Asset Retirement Date and update to the True Asset Retirement Date if required



10:54 17 37%

Assets

Condition
Good

Recommend for G159 Scrapping ☐

Attach G159
Tap to add file

Expected Asset Retirement Date
07-May-2029

New Asset Retirement Date
07-May-2030

Reason

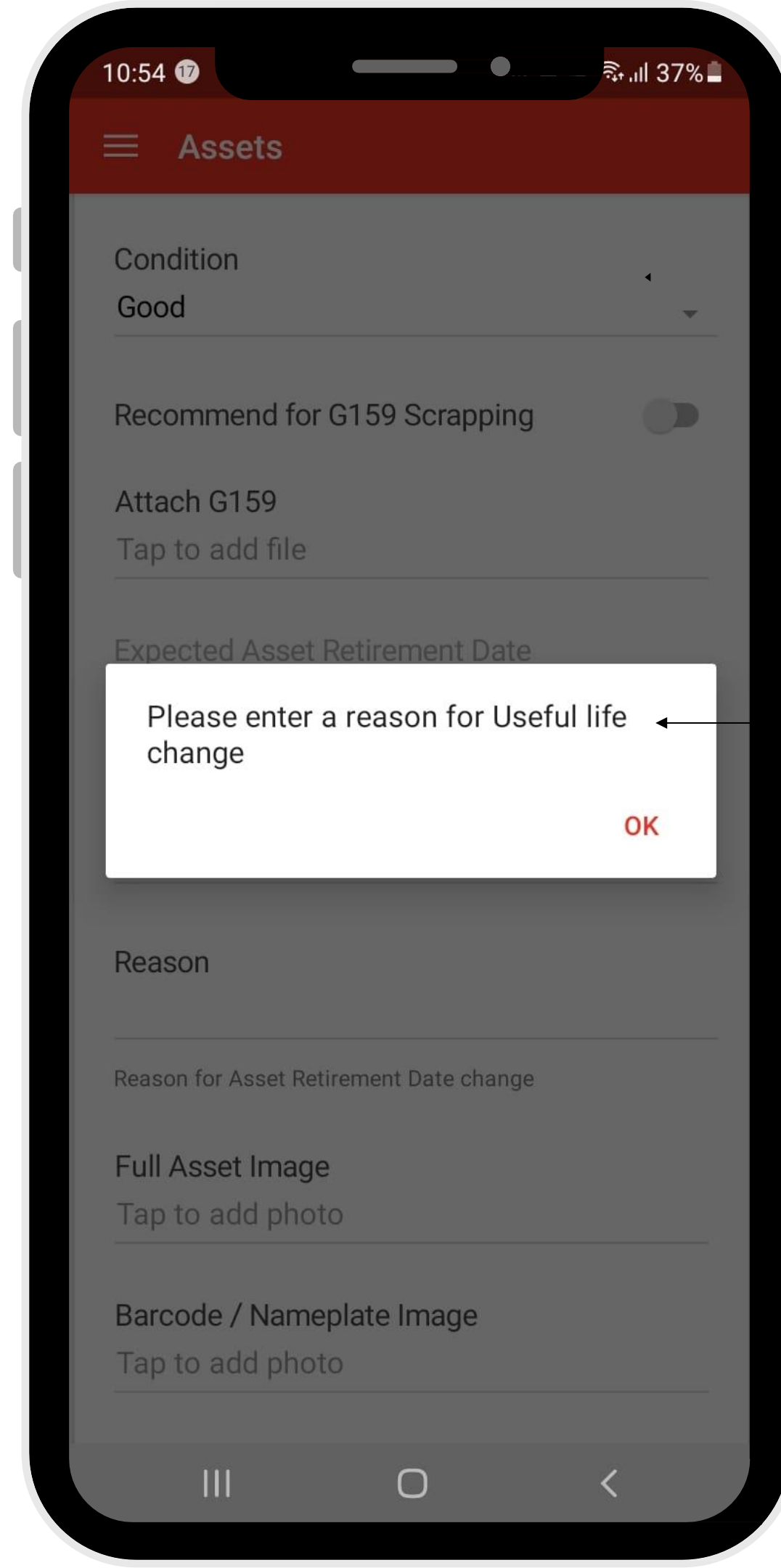
Reason for Asset Retirement Date change

Full Asset Image
Tap to add photo

Barcode / Nameplate Image
Tap to add photo

Select Recommend for Scrapping to initiate the G159 process

Review Expected Asset Retirement Date and Update if required



A prompt will pop up to enter a reason for the change in useful life



Capture Images to
Verify Asset existence
and condition



Full Asset Image



08:53 48 15%

Assets

Full Asset Image
Tap to add photo

Barcode / Nameplate Image
Tap to add photo

Verified By
ZA-eDge Staff

Verified?
☒ Yes
☐ No

Verified Date and Time:
07-May-2024 10:21:38

Signature


Verification History

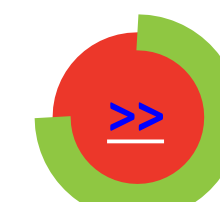


Bar Code Image

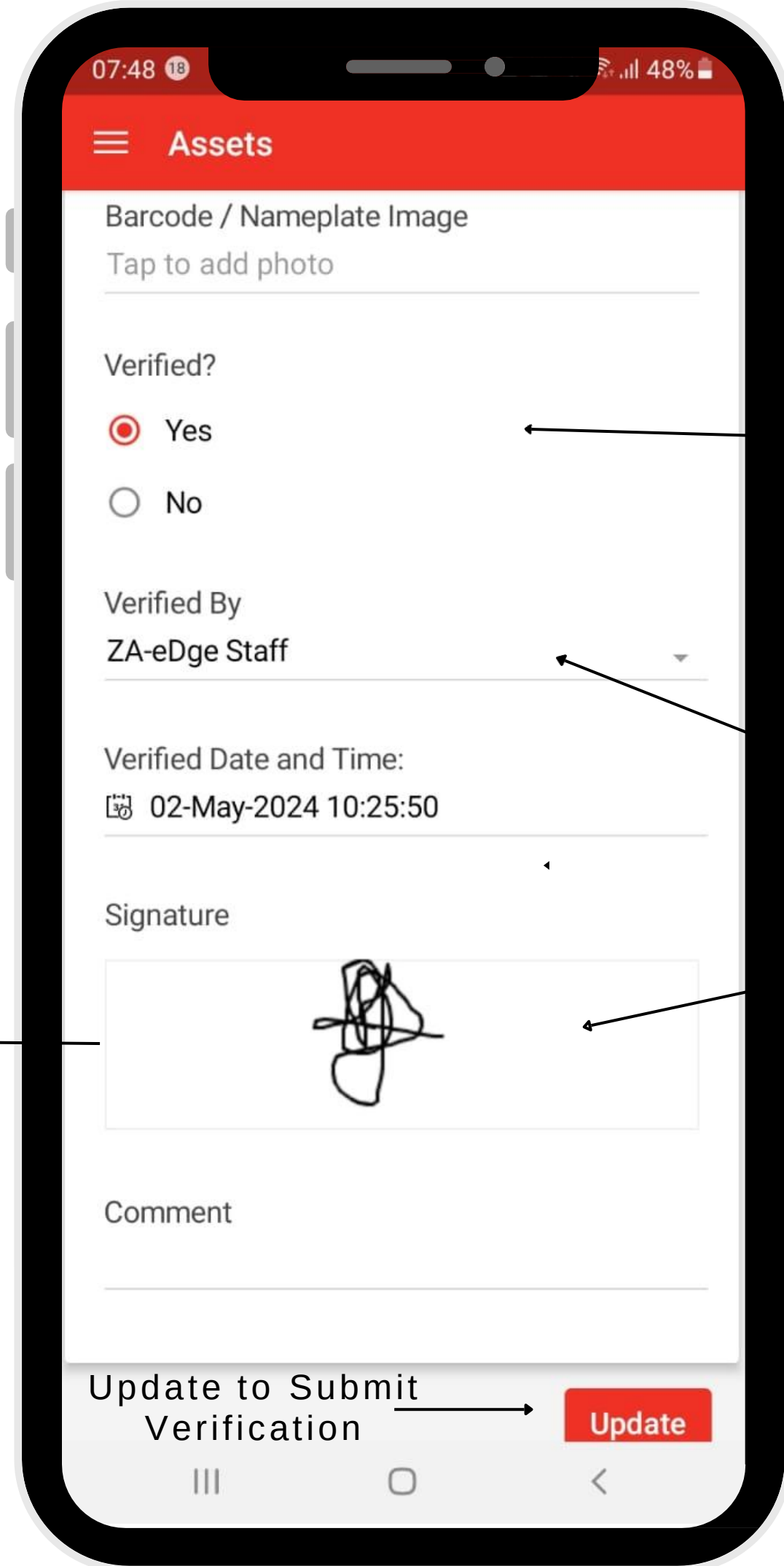
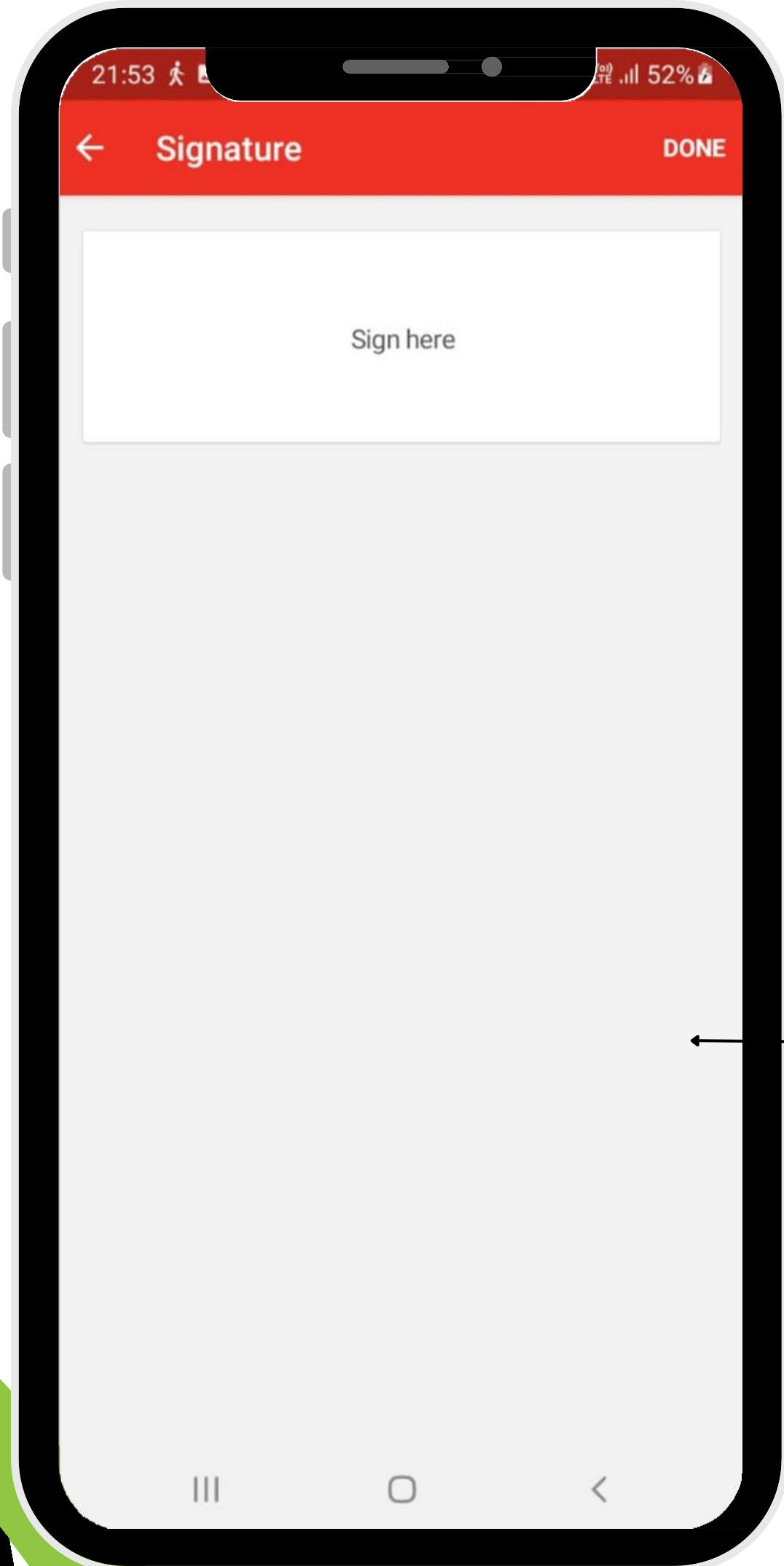
OR



Nameplate Image



[Back To
Index](#)



Asset Verified = Yes

Select your Name and Record Signature

Update to Submit Verification

Update

The Verification Process

Asset verification involves scanning asset barcodes via a mobile app, and physically locating and inspecting assets to ensure Asset Register accuracy and compliance.

1. Select the Scan to Verify & Track Menu Option
2. Open the Camera
3. Point the Camera at the Bar Code
 - Asset Details will load
4. Recommend for Transfer: Toggle
5. Complete Location fields
 - a. Location Name/Code
 - b. Building Name
 - c. Room Number
 - d. Floor
6. Select relevant Verification Code
9. Select a condition for the Asset
10. Recommend for Scrapping: Toggle
11. Select a New Asset Retirement Date if applicable
 - a. Add a Reason if Applicable
12. Add a photo of a Full Asset Image
13. Add a photo of the Bar code or Nameplate
14. Select your name in Verified By (Or Add +)
15. Verification Date and Time: Pre-Selected.
16. Add your signature
17. Comment (If any)

