Appendix B - Undertaking upon the Acceptance of End-User Goods Form

Date: ______________________

Undertaking upon the Acceptance of End-User Goods Form

1- The undertaking of the recipient of the goods

a. I hereby authorize acceptance of the following goods:

The name of the item: ________________________________________________

Request No.: ____________________

* SERIAL NUMBER [Manufacturer] (if any) ____________________________

which will be permanently located at the ___________________________ Unit

the name of the building __________________ Room ____________

b. I know that the above-mentioned goods will be purchased/ borrowed under as “end-user” stipulation, defined and agreed upon with the supplying entity. I therefore undertake not to move the above-mentioned goods nor to change its designation, unless with the written authorization of the Security Officer. In addition, I undertake not to copy, transfer or allow any use of the software programs, which are installed on the above-used goods.

The name of the end-user ______ Position ______ The Unit ______

in the unit

Head of Unit/Administration ______ Date ______ Tel. No.: ______

2- The authorization of the Head of the Unit/Administration:

User’s name ______ Position ______ The Unit ______

Original: The order file in the Purchasing Department

Copy: The Equipment Department

The Unit – the end-user and the Head of the Administration

The Technion’s Security Officer

This procedure is valid and controlled only in its computerized version that appears on the
Technion site -- > Organization and Methods Unit -- > Technion Procedures