**PROJECT SIGN-OFF SHEET**

| ***PROJECT TITLE:*** | **DYNAMIC CHART CHECKLIST MODULE** | | | |
| --- | --- | --- | --- | --- |
| ***BRIEF PROJECT DESCRIPTION:*** | *To create a digitize module for Medical Records* | | | |
| ***START DATE:*** | *January 1, 2023* | | | |
| ***COMPLETION DATE:*** | *January 31, 2023* | | | |
| ***REFERENCE TICKET #:*** |  | | | |
| ***SIGN-OFF TYPE:*** | **☐ DELIVERABLE AGREEMENT** | **☐ PHASED** *Identify Phase #:\_\_\_\_* | **☒ PROJECT CLOSURE** |

**Targets/Deliverables:**

| **Specifications/Variables** | | **Target/Goal** | **Assigned To** | **Met** | **Not Met** |
| --- | --- | --- | --- | --- | --- |
| **1.** | Evaluation | Evaluate what user requirements are, gather information, and Data. | **Florane Atencio Jr.**  **Earnest Joseph Vitug** | **☒** | **☐** |
| **2.** | Development | Develop all user requirements as needed. | **Florane Atencio Jr.**  **David Paul Loaog** | **☒** | **☐** |
| **3.** | Testing | Test all user requirements as requested. | **Ciara Gail Dela Cruz** | **☒** | **☐** |
| **4.** | Deployment | Deployed digitalize form module from exist software | **Florante Atencio Jr.** | **☒** | **☐** |

By signing this document, we acknowledge that we agree on the content of this document.

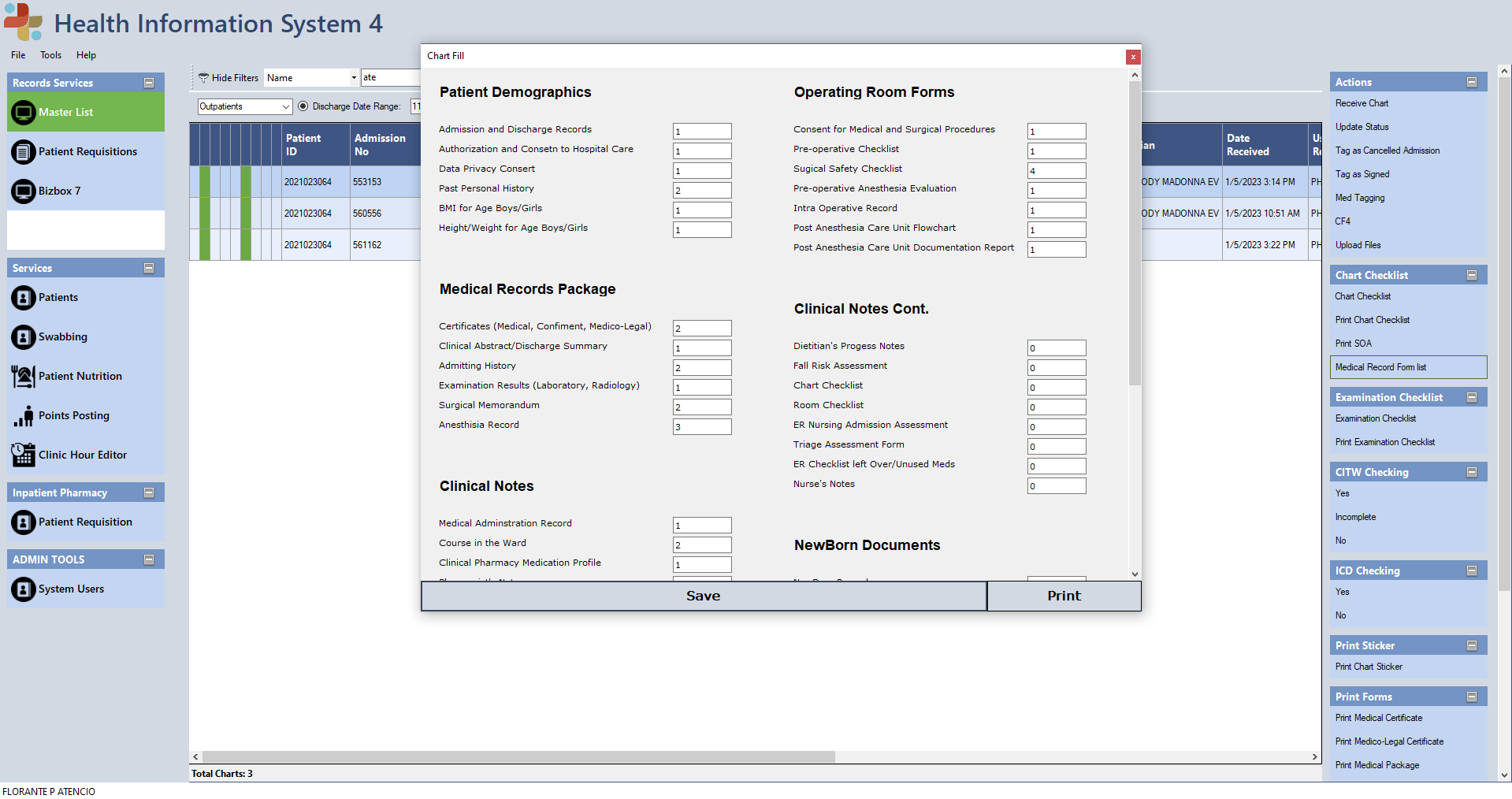
| **SME or Stakeholder** |  |  |
| --- | --- | --- |
| **Name & Designation** | **Signature** | **Date** |
| Florante Atencio  *–* *IT Junior SoftwareDeveloper* |  |  |

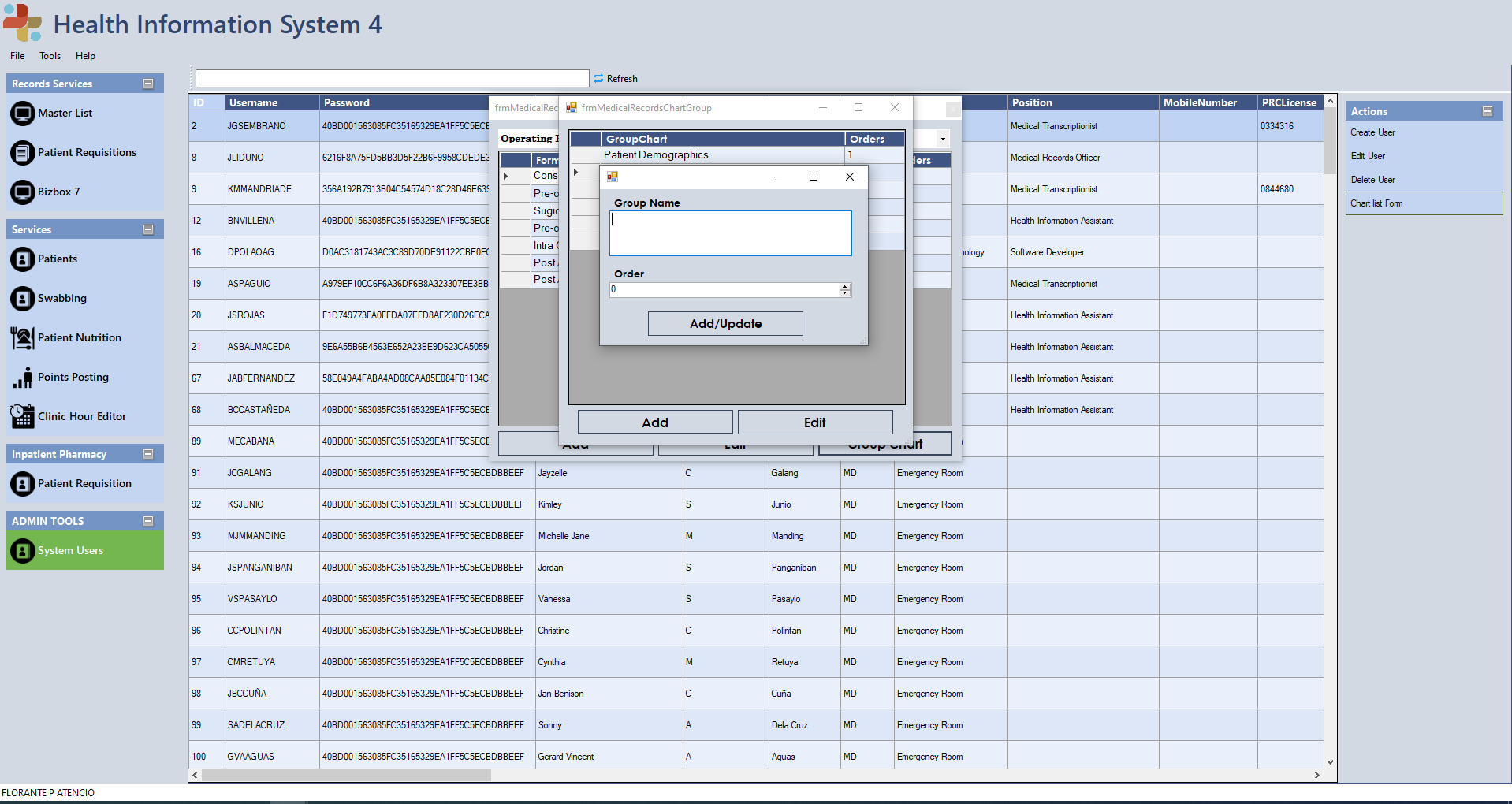
| **Project Manager:** |  |  |
| --- | --- | --- |
| **Name & Designation** | **Signature** | **Date** |
| *Jan* [Lanz Uno](mailto:jliuno@cldh.com.ph)*– Database Administrator* |  |  |
| David Paul Loaog – *IT Supervisor & SoftwareDeveloper* |  |  |

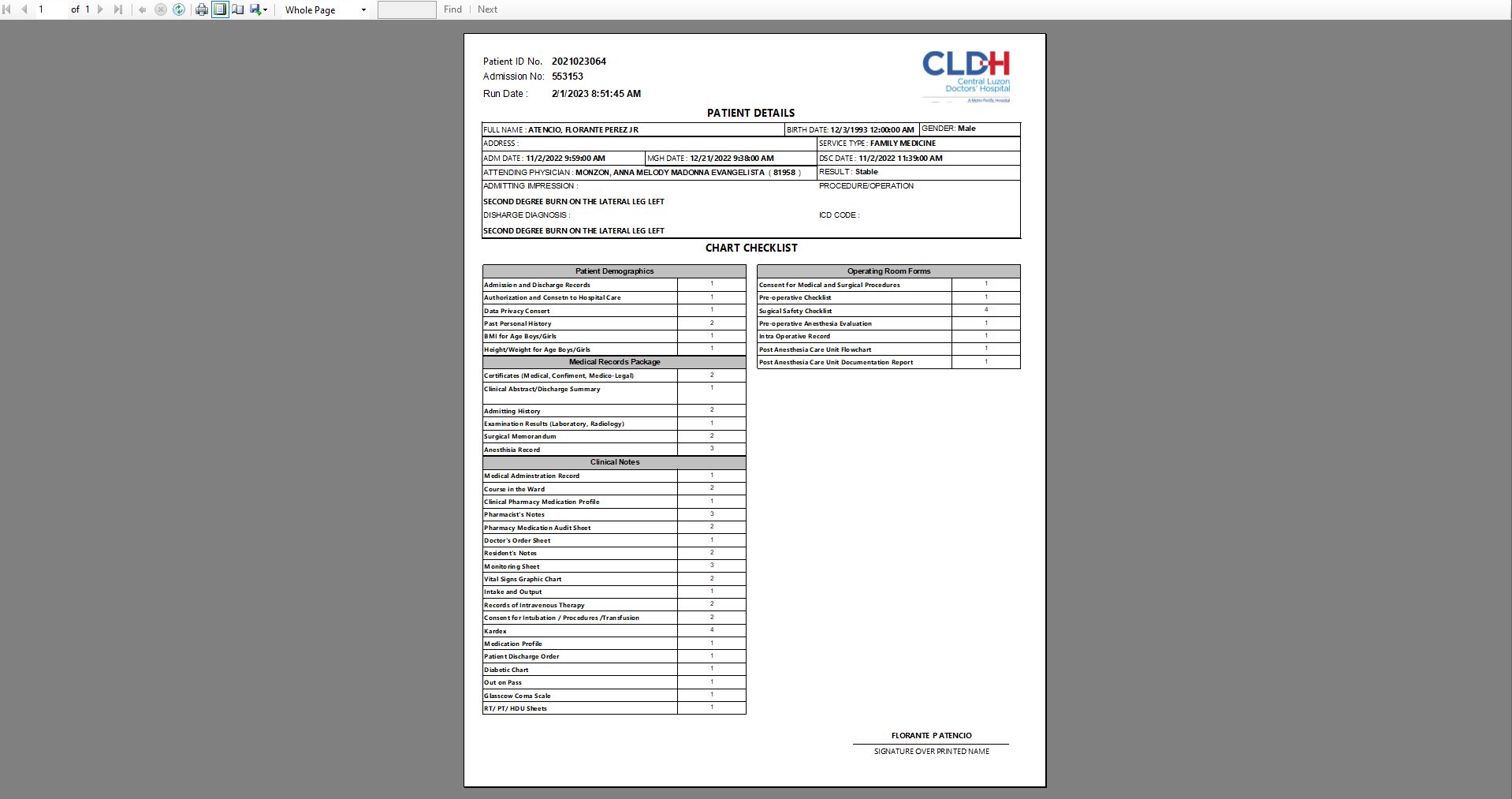
This is to acknowledge that the project may now be closed:

| **MANCOMM IN-CHARGE** |  |  |
| --- | --- | --- |
| **Name & Designation** | **Signature** | **Date** |
| Jonathan V. Esbersto – *IT Manager* |  |  |

**Cancer Registry Module**

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