


# JOB REQUEST

PILIPINAS KAO, INC.

REQUESTING DEPARTMENT	
REQUESTING DEPARTMENT : <u>QA</u>	DATE ISSUED : <u>November 18, 2014</u>
EQUIPMENT TAG NUMBER : _____	REQUESTED BY : <u>MVZR</u>
EQUIPMENT DESCRIPTION : <u>Electrical Conduit</u>	SUPERVISOR : <u>MVZR</u>
LOCATION : <u>QA Washing Area</u>	SECTION MANAGER : <u>JZT</u>
EXPECTED TIME FINISHED : <u>-immediate-</u>	
BRIEF DESCRIPTION OF REQUEST: (Please use another sheet for drawings, illustration, measurements, etc.)	
<p>Installation and repair of pipe support for electrical conduit.</p> 	
PRODUCTION ENGINEERING DEPARTMENT	
JOB CLASSIFICATION: <input type="checkbox"/> Maintenance	DATE RECEIVED : _____
<input type="checkbox"/> New Installation/ revision	JOB REQUEST NO. : _____
<input type="checkbox"/> MECHANICAL	ENG'R.-IN-CHARGE : _____
<input type="checkbox"/> ELECTRICAL/ INSTRUMENTAION	CONTRACTOR : _____
<input type="checkbox"/> CIVIL	
REMARKS:	
FOR NEW INSTALLATION/ REVISION ONLY:	
ESTIMATED COST : _____	JUSTIFICATION:
ENGINEER-IN-CHARGE : _____	
APPROVED BY : _____ Requesting Department Manager	
MAINTENANCE CONTRACTOR	
WORK PERFORMED: (Use separate sheet if necessary)	RECEIVED BY : _____
TROUBLE:	DATE RECEIVED : _____
	DATE STARTED : _____
	DATE FINISHED : _____
CAUSE(S):	PERFORMED BY : _____
ACTIONS TAKEN:	JOB STATUS VERIFICATION:
	ENG'R.-IN-CHARGE : _____
	REQUESTING DEPT. : _____
	REMARKS : _____