

JOB REQUEST

PILIPINAS KAO, INC.

REQUESTING DEPARTMENT

REQUESTING DEPARTMENT :	<u>LOGISTICS</u>	DATE ISSUED	<u>3/10/2017</u>
EQUIPMENT TAG NUMBER :	<u>N/A</u>	REQUESTED BY	<u>AAS</u> <i>[Signature]</i>
EQUIPMENT DESCRIPTION :	<u>Door Screen</u>	RECOMMENDED BY	<u>GBB</u> <i>[Signature]</i>
LOCATION :	<u>Logistics Main Warehouse</u>	AD	<i>[Signature]</i>
EXPECTED TIME FINISHED :	<u>ASAP</u>	APPROVED BY	<u>DGT</u> <i>[Signature]</i>

BRIEF DESCRIPTION OF REQUEST: (Please use another sheet for drawings, illustration, measurements, etc.)

Please repair damaged door screen at Logistics Main Warehouse.

NOTE: SES Patrol Finding

Ref#: LOG17-042



PRODUCTION ENGINEERING DEPARTMENT

JOB CLASSIFICATION:	<input type="checkbox"/> Maintenance	DATE RECEIVED :	_____
<input type="checkbox"/> MECHANICAL	<input type="checkbox"/> New Installation/ revision	JOB REQUEST NO. :	_____
<input type="checkbox"/> PIPING	<input type="checkbox"/> CIVIL	ENG'R.-IN-CHARGE :	_____
<input type="checkbox"/> ELECTRICAL	<input type="checkbox"/> INSTRUMENTATION	CONTRACTOR :	_____

REMARKS:

FOR NEW INSTALLATION/ REVISION ONLY:

ESTIMATED COST :	_____
ENGINEER-IN-CHARGE :	_____
APPROVED BY :	_____
	Requesting Department Manager

JUSTIFICATION:

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 :	_____