

JOB REQUEST

PILIPINAS KAO, INC.

REQUESTING DEPARTMENT

REQUESTING DEPARTMENT : <u>QA</u>	DATE ISSUED : <u>11/9/2015</u>
EQUIPMENT TAG NUMBER : _____	REQUESTED BY : <u>VFLavezaris</u>
EQUIPMENT DESCRIPTION : _____	SUPERVISOR : <u>MVZRoa</u>
LOCATION : <u>QA GC INSTRUMENT ROOM</u>	SECTION MANAGER : <u>JZTamayo</u>
EXPECTED TIME FINISHED : _____	

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

Please provide yellow line (warning sign) for the gas cylinder's location inside the GC Room.

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 : _____
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 : _____
	JOB STATUS VERIFICATION:
ACTIONS TAKEN:	ENG'R.-IN-CHARGE : _____
	REQUESTING DEPT. : _____
	REMARKS : _____