

EFFECTIVITY DATE: SEPTEMBER 1, 1998

JOB REQUEST

PILIPINAS KAO, INC.

REQUESTING DEPARTMENT

REQUESTING DEPARTMENT :	QA	DATE ISSUED :	April 15, 2015
EQUIPMENT TAG NUMBER :		REQUESTED BY :	MVZR
EQUIPMENT DESCRIPTION :	Electrical Outlets	SUPERVISOR :	MVZR
LOCATION :	QA Office	SECTION MANAGER :	JZT
EXPECTED TIME FINISHED :			

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

Check and repair of electrical outlets in QA Office.

**PRODUCTION ENGINEERING DEPARTMENT**

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