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Tim

Subject: Request for Desk Top Computer
From: elo.oghenekaro@elshcon.com
Date: Thu, January 24, 2019 3:00 pm
To: timothy.isiguzor@elshcon.com
Cc: bethel.oparaugo@elshcon.com
Priority: Normal

Dear Timothy,

Due to the nature of work of the QHSE department that requires a lot of documentation, I would like to request for a desk Top for Mr Samuel Chukwunemiem to make reporting easy for him.
Kindly expedite, please

Elo Oghenekaro
QHSE Coordinator

Elshcon Nigeria Limited
Website: www.elshcon.com
Mobile: +234 8130704517, +2348035700816
Email: oghenekaro.elo@elshcon.com

Corporate Office:
Deborah Lawson House
F6 Abacha Road, GRA Phase 3.
Port Harcourt, Rivers State

Lagos office:
33 Kofo Abayomi Street
Victoria Island, Lagos.

Supply/Logistics Base & Fabrication Yard:
Base 1 - #11, Trans-Woji Road.
Base 2 - #7 Elshcon Close, off 3 Trans-Woji Road.
Trans-Amadi Industrial Layout.
Port Harcourt, Rivers State

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Tim

Subject: LAPTOP FOR PROCUREMENT OFFICER
From: "ugochukwu ekeocha" <ugochukwu.ekeocha@elshcon.com>
Date: Thu, January 24, 2019 3:15 pm
To: timothy.isiguzor@elshcon.com
Cc: rex.nwankwo@elshcon.com
Priority: Normal

Dear Sir,

Please Rex needs a laptop to enable him work efficiently. The desktop currently been used has packed up and no longer fir for purpose.

Regards,

Ugochukwu Ekeocha
Team Lead Contracts &Procurement

Elshcon Nigeria Limited
Website: www.elshcon.com
Mobile: +234 8165281086
Email: ugochukwu.ekeocha@elshcon.com

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Tim

Subject: REQUEST FOR COMPUTER .
From: "momodu yakubu" <myakubu@elshcon.com>
Date: Mon, January 7, 2019 5:05 pm
To: nkoli.ndubuisi@elshcon.com
Cc: henry.oshikoya@elshcon.com, timothy.isiguzor@elshcon.com
Priority: Normal

Dear Mrs. Nkoli,

We hereby apply for one computer system in Account to enable the Corper effective in her work.

Please its very urgent.

Regards,

Momodu Yakubu
Finance/Account Manager

Elshcon Nigeria Limited
Website: www.elshcon.com
Mobile: +234 8165281097
Email: myakubu@elshcon.com

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