

| DATE | DEPARTMENT/ PROJECT | DETAILS OF IT ACTIVITY | STATUS | REMARKS |
|-------------|------------------------|--|------------------------------|------------------------------|
| 12/05/2017 | Eng./DFVivar | Create google drive link for file "Peer Review P190-199 Initial Comments" | Done/ 05-Dec-2016 | |
| 12/12/2016 | MRT 7 - Structural | SP Columns (PCA) Software | Done/ 12-Dec-2016 | |
| 12/12/2016 | Eng./CBSinda | Reinstallation of SP Columns | Done <i>l</i> 12-Dec-2016 | Received by Benmar Abella |
| 12/15/2016 | Eng./JMPamintuan | Transfer of Work Station | Done <i>l</i> 15-Dec-2016 | |
| 12/19/2016 | Eng./DFVivar | Create google drive link for file "Peer Review Report Tunnel Final 12_29" | Done/ 19-Dec-2016 | |
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Prepared by:

Noted by:

Brian Jose R. Fuertes
IT Manager

| PKII ITD - F - 03 Rev. 04 / 12-06-2016 Page 1 of 1 | PHILKOEI INTERNATIONAL, INC. TECHNICAL SUPPORT FORM | |
|---|--|--|
| NAME: ANNA VANESSA O. SAMONTE DEPARTMENT: (NRT 7 - Structural) Access to Printer | DATE: DECEMBER 12, 2016 | |
| ☐ Calling Card ☐ Biometrics Registration ☐ Software Installation ☐ Transfer of Work Station | Network/Server/File Access □ E-Mail / (for HR Manager's Approval) □ Repair (Attach ITD-F-06) □ File Download/Uploading □ Others (Specify): | |
| Details / Remarks | Request Monitoring | |
| SPCOL (PCA) SOFTWARE | Received by: Benmar Abella Date Received: December 12, 2016 Action Taken Accomplished Pending | |
| | Recommendation/Others: Requestee's Confirmation/Acknowledgement Date DECEMBER 12 2016 Signature | |
| Employee's Signature | Department Manager/Supervisor | |

| ITD-F-03 | PHILKOEI INTERNATIONAL, INC. | |
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| PKII Rev. 04 / 12-06-2016 | | |
| Page 1 of 1 | TECHNICAL SUPPORT FORM | |
| NAME: Junalynne M. Pamintuan | DATE: Dec: 15,2018 6 | |
| DEPARTMENT: Enge | | |
| Access to Printer | ☐ Network/Server/File Access | |
| ☐ Calling Card | ☐ E-Mail / (for HR Manager's Approval) | |
| ☐ Biometrics Registration | Repair (Attach ITD-F-06) | |
| Software Installation | File Download/Uploading | |
| Transfer of Work Station | Others (Specify): | |
| | Cincis (Specify). | |
| Details / Remarks | Request Monitoring | |
| • | Received by: NATHALL | |
| · | Date Received: 12-13-2514 | |
| | Action Taken | |
| | Accomplished | |
| | ☐ Pending | |
| | ☐ Recommendation/Others: | |
| | Requestee's Confirmation/Acknowledgement | |
| | Date Dec-15,206 | |
| | Signature | |
| - | (teal No | |
| F4-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1 | 15 Ot role | |
| Employee's Signature | Department/Mahager/Supervisor | |

Department/Mahager/Supervisor

| ITD - F - 03 | PHILKOEI INTERNATIONAL, INC. | |
|---|---|--|
| PKII Rev. 04 / 12-06-2016 | | |
| Page 1 of 1 | TECHNICAL SUPPORT FORM | |
| NAME: SAUTOS A. GUADINES III | DATE: 19-12-2016 | |
| DEPARTMENT: MRT 7 1908 | | |
| Access to Printer | ☐ Network/Server/File Access | |
| ☐ Calling Card | E-Mail / (for HR Manager's Approval) | |
| Biometrics Registration Software Installation | Repair (Attach ITD-F-06) | |
| ☐ Transfer of Work Station | ☐ File Download/Uploading | |
| 1 ransier of work Station | Others (Specify): | |
| Details / Remarks | Request Monitoring | |
| GOOGLE SKETCH UP MAKE | Received by: | |
| CFREELWRE) | Date Received: | |
| / | Action Taken | |
| | ☐ Accomplished | |
| | Pending | |
| | ☐ Recommendation/Others: | |
| | Requestee's Confirmation/Acknowledgement | |
| | Date | |
| | Signature | |
| | Milmon | |
| Employee's Signature | Department Manager/Supervisor | |
| | Separation triatager/supervisor | |
| | | |
| ITD-F- | PHILKO YTER ONAL, INC. | |
| Rev. 04). ∠-06-2016 Page 1 of 1 | TECHNICAL SUPPORT FORM | |
| AME: CAPL CHOSTIAN B. CINDA | DATE: DECEMBER 12 2016 | |
| EPARTMENT: DESIGN CENTER | DATE: JECEMBER 12, VOIC | |
| Access to Printer | ☐ Network/Server/File Access | |
| ☐ Calling Card | ☐ E-Mail / (for HR Manager's Approval) | |
| ☐ Biometrics Registration | Repair (Attach ITD-F-06) | |
| Software Installation | ☐ File Download/Uploading | |
| ☐ Transfer of Work Station | Others (Specify): | |
| | | |
| Details / Remarks | Request Monitoring | |
| | Received by: Benmar Abella | |
| REINSTALLATION OF | Date Received: December 12, 2014 | |
| 01 | | |
| 1 | Action Taken | |
| SP M | | |
| SP COL | ✓ Accomplished☐ Pending | |
| SP COL | | |
| SP COL | ☑ Accomplished ☐ Pending ☐ Recommendation/Others: | |
| SP COL | ✓ Accomplished ☐ Pending ☐ Recommendation/Others: Requestee's Confirmation/Acknowledgement | |
| SP COL | ☐ Accomplished ☐ Pending ☐ Recommendation/Others: Requestee's Confirmation/Acknowledgement Date Date Date | |
| SP COL | ✓ Accomplished ☐ Pending ☐ Recommendation/Others: Requestee's Confirmation/Acknowledgement | |
| SP COL | ☐ Accomplished ☐ Pending ☐ Recommendation/Others: Requestee's Confirmation/Acknowledgement Date Date Date | |
| CAL Employee's Signature | Accomplished Pending Recommendation/Others: Requestee's Confirmation/Acknowledgement Date Date Signature Accomplished Recommendation Recommendation/Others: | |
| SP COL | Accomplished Pending Recommendation/Others: Requestee's Confirmation/Acknowledgement Date Date Signature | |

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| ITD - F - P2 | PHILKO NTER IONAL, INC. | |
| PKII Rev. 0406-2016 | TECHNICAL SUPPORT FORM | |
| Page 1 of 1 | TEGINIONE GOT FORTH | |
| NAME: VIVAR DANIEL LAWRENCE F. | DATE: 12/5/2016 | |
| DEPARTMENT: ENCINEERING | | |
| ☐ Access to Printer | ☐ Network/Server/File Access | |
| ☐ Calling Card | ☐ E-Mail / (for HR Manager's Approval) | |
| ☐ Biometrics Registration | ☐ Repair (Attach ITD-F-06) | |
| ☐ Software Installation | ☐ File Download/Uploading | |
| ☐ Transfer of Work Station | ☐ Others (Specify): | |
| | | |
| Details / Remarks | Request Monitoring | |
| with with a Constantial of the Co | Received by: | |
| kindly wente a Google Drive Link For | Date Received: | |
| til "Peer Review 1990-199 mitial | Action Taken | |
| () | ☐ Accomplished | |
| Comments" | Pending | |
| Network > Philkrei- 005 > Users) | Recommendation/Others: | |
| 00-ALL + Fer users - MOTOLONTINOS | | |
| 1 | Requestee's Confirmation/Acknowledgement | |
| FOR GOOGLE DRIVE | Date /2 - 5-/ (| |
| | Signature (U | |
| M. | | |
| DANIEL LANCENCE F. VIVAR | 1 min | |
| Employee's Signature | Department Manager/Supervisor | |

| ITD-F-0? | PHILKO, TER IONAL, INC. | |
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| PKII Rev. 04 / 1. J6-2016 Page 1 of 1 | TECHNICAL SUPPORT FORM | |
| NAME: DANIEL LAWRENCE F. VIVOR | DATE: 12/1927016 | |
| DEPARTMENT: | 1,1 | |
| ☐ Access to Printer | ☑ Network/Server/File Access | |
| ☐ Calling Card | ☐ E-Mail / (for HR Manager's Approval) | |
| ☐ Biometrics Registration | Repair (Attach ITD-F-06) | |
| ☐ Software Installation | ☐ File Download/Uploading | |
| ☐ Transfer of Work Station | ☐ Others (Specify): | |
| | | |
| Details / Remarks | Request Monitoring | |
| File Name: Congle Drive Link | Received by: NATHAW. | |
| File Name: Coagle Drive Link Peer Review Report an Turnel | Date Received: / 7 / 19 / 20 / 6 | |
| | Action Taken | |
| F/WAZ 12-29 | ☑ Accomplished | |
| 1 110.00 | ☐ Pending | |
| | Recommendation/Others: | |
| | | |
| | Requestee's Confirmation/Acknowledgement | |
| | Date /2-/9-/6 | |
| L | Signature A | |
| Dan | | |

Employee's Signature

Department Manager/Supervisor