



# IDEASERV SYSTEMS, INC.

97A ORCHIDS ST. BERNABE SUBDIVISION PARANAQUE CITY

## EMPLOYEES MONITORING ATTENDANCE SHEET, PARANAQUE OFFICE

Date	Day	Schedule	Time In	Time Out	Destination	Remarks	Signature
2-8-25	Sat	8am to 5pm	7:56am	9:25am	Gabilocks T3	SV	Garcia
					<del>Flycatcher T3</del>	SV	Garcia
			3:13pm	5:43pm	MDC Zoro Road	SV	Garcia
				8:36pm	Branch out		
2-9-25	Sun	1 to 10pm	1:41pm	10:06pm	office out		Garcia
2-10-25	Mon	1 to 10	1:26pm	1:36pm	Fly Dragon T3	SV	Garcia
					ATC Complex	SV	Garcia
				10:00pm	Branch out		
2-11-25	Tues	8:30 to 5:30	8:16am	<del>8:25pm</del> 8:25pm	SM Sucat PM		Garcia
			8:36pm	8:42pm	Office out		Garcia
2-12-25	—	—	—	—	Day off	—	—
2-13-25	—	—	—	—	Day off	—	—
2-14-25	—	—	—	—	absent	—	—
2-15-25	Sat	1 to 10	12:35pm	2:41pm	MDC La Huerta	SV	Garcia
			4:23pm	10:00pm	Office out		Garcia
2-16-25	Sun	1 to 10	12:49pm	10:00pm	Office out		Garcia
2-17-25	Mon	9am to 6pm	8:42am	3:15pm	MDC San Antonio	SV	Garcia
			5:01pm	6:00pm	Office out		Garcia
2-18-25	Tues	8:30 to 5:30	8:38am	2:30pm	Gina's Pasalubong	SV	Garcia
			5:50pm	5:55pm	Branch out		
2-19-25	Thurs	8:30 to 5:30	8:30am	10:29am	GBF Talon Laspiñas	SV	Garcia
			6:13pm	6:15pm	Branch out		
			8:25				
2-21-25	Fri	8:30 to 5:30	8:28am	9:51am	MDC San Antonio	SV	Garcia
					MDC Sucat Canayray		
			3:53pm	5:31pm	Office out		

  
**Patrick Jeri L. Garcia**  
 Technical Support Engineer

  
**Noted by: ARNOLD CAIRO**  
 Head, Paranaque Office





PHILLOGIX SYSTEMS, INC

CALL CENTER SOFTWARE/HARDWARE SUPPORT GROUP  
CHANGE OF SCHEDULE/DAY-OFF FORM

NAME: Patrick Jeri L Garcia

DATE FIELD: \_\_\_\_\_

<b>WORK SHIFT</b>  <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>  FROM: <u>1:06 PM to 10:00 PM</u> TO: <u>9:00 am to 6:00 pm</u> 2-17-25	<b>SATURDAY SCHED.</b>  <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>  FROM: _____ TO: _____
REASONS: <u>Requested by sir Arnold Nooremorning Duty</u>	
<div><div><u>Garcia</u> EMPLOYEE'S SIGNATURE</div><div><u>Arnold</u> NOTED BY</div><div>_____ APPROVED BY</div></div>	

Note: This form should be submitted a day before the requested date:



PHILLOGIX SYSTEMS, INC

CALL CENTER SOFTWARE/HARDWARE SUPPORT GROUP  
CHANGE OF SCHEDULE/DAY-OFF FORM

NAME: Patrick Jeri Garcia

DATE FIELD: \_\_\_\_\_

<b>WORK SHIFT</b>  <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>  FROM: <u>1:00 PM to 10:00 PM</u> Feb TO: <u>8:00 am to 5:00 pm</u> 8 2025	<b>SATURDAY SCHED.</b>  <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>  FROM: _____ TO: _____
REASONS: <u>Goldilocks T3 Dismantling</u>	
<div><div><u>Garcia</u> EMPLOYEE'S SIGNATURE</div><div><u>Arnold</u> NOTED BY</div><div>_____ APPROVED BY</div></div>	

Note: This form should be submitted a day before the requested date:





PHILLOGIX SYSTEMS, INC

CALL CENTER SOFTWARE/HARDWARE SUPPORT GROUP  
CHANGE OF SCHEDULE/DAY-OFF FORM

NAME: Patrick Jeri L Garck

DATE FIELD: \_\_\_\_\_

WORK SHIFT

☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup>

FROM: 1:00pm to 10:00pm

TO: 8:30am to 5:30pm

Feb  
11  
2025

SATURDAY SCHED.

☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup>

FROM: \_\_\_\_\_

TO: \_\_\_\_\_

REASONS: SM Sucat PM

Garck

EMPLOYEE'S SIGNATURE

Amde

NOTED BY

APPROVED BY

Note: This form should be submitted a day before the requested date:





**IdeaServ Systems, Inc.**

441 Lt. Artiaga St., Brgy. Corazon De Jesus, San Juan City, Philippines  
Tel. No.: (632) 8415-1174

FSR NO. 050 **0057823**

## FIELD SERVICE REPORT

☐ NO CHARGE ☐ CHARGE ☐ ASC WARRANTY ☐ OTHERS

Customer : Gina's Pasalubong

Address : PITX

Contact Person :

Unit / Description :

Time Arrived: 3:11 PM Date Attended: 2-18-25

Time Started: 3:11 PM Time Ended: 5:50 PM

Branch out 5:50 PM mark

INCIDENT No.: APS-26250214-206462

### Nature of Call/Problem:

Gina's Pasalubong PITX: Unable to send sales to admin

### Actions Taken:

Lan was not connected to POS  
connected lan cable  
still no internet  
Lan cable is connected to PITX not yet active no extra lan for POS wifi  
PITX It recommends wifi dongle to store

### Units/Materials Complete Details :

Garven  
Patrick Garcia  
SE's Signature Over Printed Name

EDWARDSON OCTAVO 02/18/25  
End User / Officer's Signature Over Printed Name

Authorized Service Provider of:



and

**APSOFT**









**IdeaServ Systems, Inc.**

441 Lt. Artiaga St., Brgy. Corazon De Jesus, San Juan City, Philippines  
Tel. No.: (632) 8415-1174

**FSR NO. 050** 0057888

**FIELD SERVICE REPORT**

☐ NO CHARGE

☐ CHARGE

☐ ASC WARRANTY

☐ OTHERS

Customer : Goldilocks

Address : Talon Laspina

Contact Person :

Unit / Description :

Time Arrived: 11:20 am Date Attended: 2-20-25

Time Started: 11:20 am Time Ended: 6:13 pm

Branch out: 6:13 pm from DC

INCIDENT No.:

GITSM-35776

Nature of Call/Problem:

for backup of Files

Units/Materials Complete Details :

Actions Taken:

Backed up Files and transferred files to New MPC

Seventen  
Patrick Garcia

SE's Signature Over Printed Name

Milinda Talon 2-20-25

End User / Officer's Signature Over Printed Name

Authorized Service Provider of:



and

**APSOFT**





**IdeaServ Systems, Inc.**

441 Lt. Artiaga St., Brgy. Corazon De Jesus, San Juan City, Philippines  
Tel. No.: (632) 8415-1174

**FSR NO. 010 0204883**

**FIELD SERVICE REPORT**

☐ **NO CHARGE**

☐ **CHARGE**

☐ **ASC WARRANTY**

☐ **OTHERS**

Customer : Complex

Address : ATC

Contact Person :

Unit / Description :

Time Arrived : 8:00PM

Date Attended: 2-10-25

Time Started : 8:00PM

Time Ended: 10:00PM

Branch Out : 10:00PM Final

INCIDENT No.: APS-20250210-205937

Nature of Call/Problem:

Pos No Power

Units/Materials Complete Details :

Actions Taken:

Attached power button wires  
Tested and observed

Status: OK

Patrick Garcia

SE's Signature Over Printed Name

MARY JANE M. MARCIAL

End User / Officer's Signature Over Printed Name

Authorized Service Provider of:

**TOSHIBA**

Leading Innovation >>> TOSHIBA GLOBAL COMMERCE SOLUTIONS