

IT Installation/ Repair Request Form

Date of Request
2020-10-23

2020-10-23
Local Supervisor/Manager

2020-10-23
KENICHI TAKAHASHI
Japanese Department Manager

Name: MARIE CONCEPCION D. SALATAN
I.D No. 10080
PC Name/No: TFXC0036
Div/Dep't: P. E.

Type of Installation	<input checked="" type="checkbox"/> (Entry) (For Install)	<input type="checkbox"/> (Exit) (For Deletion)
<input type="checkbox"/> R-Pics System		<input type="checkbox"/> Chat App/Messenger
<input type="checkbox"/> Cybozu/Garoon		<input type="checkbox"/> Wireless Network
<input checked="" type="checkbox"/> E-Mail		<input type="checkbox"/> LAN Cable Assembly/Installation
<input checked="" type="checkbox"/> Active Directory		<input type="checkbox"/> PC Reformat
<input type="checkbox"/> Slam System		<input type="checkbox"/> Documentum/Astrux System
<input type="checkbox"/> Data Surfing		<input type="checkbox"/> Toss System
<input checked="" type="checkbox"/> Change of PC User		<input type="checkbox"/> SAP
previous user/I.D No.: <u>JOSEPH AMAD / 9921</u>		current user/I.D No.: <u>M. SALATAN / 10080</u>
<input type="checkbox"/> File Server Drive	(specify) _____	(purpose) _____
<input type="checkbox"/> Transfer of PC	from dep't _____	to dep't _____
<input type="checkbox"/> Software	(specify) _____	(purpose) _____
<input type="checkbox"/> Others (pls. specify)	_____ _____ _____	

Requests Performed by:

IT Personnel

2020-10-24

Date

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						TAKAFUMI MATSUNAGA
						2 years