

COMPUTER PREVENTIVE MAINTENANCE DATA SHEET

PC NO.: TFX0920
 NAME OF USER: MARY ANN VISTAL
 ID NO. OF USER: 011348
 DEPARTMENT: PC / SHIPPING
 FACTORY NO.: FACTORY 5
 SCOPE OF WORK: CLEANING & CHECKING

DATE: 2023-07-20

LAPTOP ☒

DESKTOP ☐

HDD/SSD/NVME CAPACITY	MOTHERBOARD BRAND NAME/MODEL	R A M BRAND/MODEL	R A M CAPACITY
SSD 477GB	LENOVO 21EQS03000	SK HYNIX	8.00GB
OPERATING SYSTEM	VERSION	MS OFFICE	VERSION
WINDOWS 10	PROFESSIONAL	MICROSOFT OFFICE PROFESSIONAL PLUS	2021
OS ENVIRONMENT	PC BRAND NAME	PROCESSOR TYPE	SERIAL NUMBER
64BIT	LENOVO THINKPAD E15	12TH GEN INTEL(R) CORE(TM) i5-1235U 1.30GHZ	PF3TRTJX

PROBLEMS ENCOUNTERED	RECOMMENDATIONS

PM CONDUCTED BY: SUSETTE SURBANO IT MEMBER
 PM CONFIRMED BY: MARY ANN VISTAL PC USER/SIGNATURE

Related Documents:
 TCF-G115
 TCF-G112

Document No:	TCF-G116	VER.	1	Toyoflex Cebu Corporation	Retention Period
Effectivity Date:	2023-07-15	Prepared by:	SUSETTE SURBANO	Checked by:	REY DAGATAN
		Approved by:	AMADITO ORTIZANO		10 YEARS