

IT Installation/ Repair Request Form

Date of Request

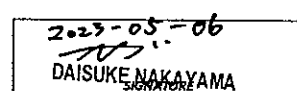
2023-05-05


NORENDA T. GLODOVE
SIGNATURE

Prepared By:


RONALD CHAVEZ
SIGNATURE

Local Supervisor/Manager

2023-05-06

DAISUKE NAKAYAMA
SIGNATURE

Japanese Department Manager

Name of User frances Mao Mendez

I.D No. 012068

PC Name/No: _____

Div/Dep't: WR - Nylon Coating

Position:

Select the purpose of Application	<input checked="" type="checkbox"/> For New PC Issuance Request	<input type="checkbox"/> (For PC replacement request) <small>If you check here, attached the signed TFJ-515-G030 form</small>	<input type="checkbox"/> System Registration and Job Request
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(Systems Registration and Job Requests)

- | | |
|---|--|
| <input type="checkbox"/> Cybozu/Garoon | <input type="checkbox"/> Wireless Network |
| <input checked="" type="checkbox"/> E-Mail (<u>WRNG. QMS. PH</u>) | <input type="checkbox"/> LAN Cable Assembly/Installation |
| <input type="checkbox"/> Domain ID | <input type="checkbox"/> MS Teams Account |
| <input type="checkbox"/> PC Reset/Reformat | <input type="checkbox"/> Documentum/Astrux System |
| <input type="checkbox"/> SAP | <input type="checkbox"/> Toss System |

☐ Change of PC User
previous user/I.D No.: _____

☒ File Server Drive
(specify) _____

current user/I.D No.: ZUMBACH For Zumbach graph making
• QA/QC DDC only (for SDCs) — forms & revisions
• WIRE ROPE (purpose) NYLON COATING DATA

☐ Transfer of PC
from dept' _____ to dept' _____

☐ Software
(specify) _____ (purpose) _____

☐ Others (specify) _____

PURPOSE: ① NYLON COATING OUTPUT ENCODING ② QMS Documentation
③ Weaving device monitoring ④ H.C. forms & OTHERS

☐ Firewall Policy

(Select Policy Level Number) (2A)

Select from ① 2, 2A, 3, 3A

Reason for Application _____

Email: francesmae.mendez.ph@toyoflex.com

Policy Validity Period

Date From (yyyy/mm/dd)

Date To (yyyy/mm/dd)

Note: Do not fill-up Validity Period if Permanent

Requests Performed by: _____

IT MEMBER

2023-05-17

Date and Time of Execution

Related Document: TCF-G007

Document No.	TCF-G022	Ver.	4	TOYOFLEX CEBU CORPORATION			Retention Period
Effectivity Date	2022-10-27	Prepared by:	Checked by:	Approved by:			
		REY DAGATAN	AMADITO ORTIZANO	TAKAFUMI MATSUNAGA			
							2 YEARS