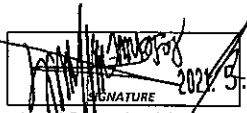
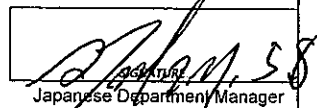


IT Installation/ Repair Request Form

Date of Request

2021-05-07


Local Supervisor/Manager


Japanese Department Manager

Name: NORJILL AIXTERO

I.D No. TFXC0652 (007695)

PC Name/No: TFXC0652

Div/Dep't: QA / QC

Type of Installation

☒ (Entry)
(For Install) ☐ (Exit)
(For Deletion)

☐ R-Pics System

☐ Cybozu/Garoon

☐ E-Mail

☐ Active Directory

☐ Siam System

☐ Data Surfing

☐ Change of PC User

previous user/I.D No.: _____ current user/I.D No.: _____

☒ File Server Drive

(specify) ASIDS TAG, ASIDS PERM, ONLY (purpose) To access ASIDS & ASIDS CHECKSHEET TO DEK for checking & signature. (Full Control)

☐ Transfer of PC

from dep't _____ to dep't _____

☐ Software

(specify) _____ (purpose) _____

☐ Others

(specify) _____

☒ Firewall Policy

(Select Policy Level Number) (2) Select from 1, 2, 3, 4

Reason for Application Google, only, for search Japanese

Character to use in the SIO format.

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:

SUSETTE SURBANO
IT MEMBER

2021-05-07

Date and Time of Execution

Document No.	TCF-G022	Ver.	3	TOYOFLEX CEBU CORPORATION	Retention Period
Effectivity Date	2021-04-15	Prepared by:	Checked by:	Approved by:	2 YEARS
		SUSETTE SURBANO	REY DAGATAN/AMADITO ORTIZANO	TAKAFUMI MATSUNAGA	