

ASSETS HANDOVER FORM

ASAHI INTECC GROUP
TOYOFLEX CEBU CORPORATION

REGISTERED OFFICE: DEVICE FACTORY

CONTACT NO.: 340-5418

EMAIL ADDRESS: michelleann.tare.ph@toyoflex.com

NAME OF EMPLOYEE: MICHELLE ANN TARE

EMPLOYEE ID NO.: 008678

DEPARTMENT/DIVISION: QUALITY ASSURANCE

DEAR SIR / MADAM

PLEASE FIND THE BELOW AS THE ASSETS HANDED OVER TO YOU TO SUPPORT YOU IN CARRYING OUT YOUR ASSIGNMENT IN A MOST PROFICIENT MANNER.

NO.	PARTICULARS	QTY	REMARKS
1	LENOVO THINKPAD LAPTOP E590	1	TFXC0511

(AUTHORIZED SIGNATORIES)

REQUESTOR / APPROVER

DENNIS BERNALES / ATSUSHI TAKEUCHI

RESPONSIBLE FOR HANDOVER

SUSETTE SURBANO

I, MR. / MRS. MICHELLE ANN TARE HEREBY ACKNOWLEDGED THAT I HAVE RECEIVED THE ABOVE MENTIONED ASSETS(S), I UNDERSTAND THAT THIS ASSET(S) BELONG TO TOYOFLEX CEBU CORPORATION AND IS UNDER MY POSSESSION FOR CARRYING OUT MY WORK, I HEREBY ASSURE I WILL TAKE CARE OF THE DEVICE(S) OF THE COMPANY TO THE BEST POSSIBLE EXTEND.

EMPLOYEE SIGNATURE

MICHELLE ANN TARE

DATE SIGNED

2021-07-16

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		SUSETTE SURBANO	REY DAGATAN / AMADITO ORTIZANO	TAKAFUMI MATSUNAGA	