

ASSETS HANDOVER FORM



REGISTERED OFFICE: Device

CONTACT NO.: 340-5418

EMAIL ADDRESS: _____

NAME OF EMPLOYEE: TIMMY LYNN ABELLAR

EMPLOYEE ID NO.: 011928

DEPARTMENT/DIVISION: Production Engineering / Process

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	ThinkPad E590	1	TFXC0529

(AUTHORIZED SIGNATORIES)

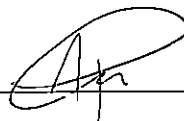
REQUESTOR / APPROVER

Mario Bergancia Yuuji Inaba
MARIO BERGANCIA / YUUJI INABA 2022-09-12

RESPONSIBLE FOR HANDOVER

I, MR. / MS. TIMMY LYNN ABELLAR 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



DATE SIGNED

2022-09-12

Document No.	TCF-G084	Ver.	1	TOYOFLEX CEBU CORPORATION	Retention Period
Effectivity Date	2021-07-16	Prepared by: SUSETTE SURBANO	Checked by: REY DAGATAN / AMADITO ORTIZANO	Approved by: TAKAFUMI MATSUNAGA	2 YEARS