

# IT Installation/ Repair Request Form

Date of Request

2021-12-11

LISA G. BENTULAN  
SIGNATURE

Local Supervisor/Manager

Y. MATSUNAGA  
SIGNATURE

Japanese Department Manager

Name: JEARLYN JABINEZ

I.D No. 008119

PC Name/No: TFXC0666

Div/Dept: T-ASSY PACKING

Type of Installation



(Entry)



(Exit)

(For Install)

(For Deletion)

☐ R-Pics System

☐ Cybozu/Garoon

☐ E-Mail

☐ Active Directory

☐ Siam System

☐ Data Surfing

☐ Change of PC User

previous user/I.D No.:

☐ Wireless Network

☐ LAN Cable Assembly/Installation

☐ PC Reformat

☐ Documentum/Astrux System

☐ Toss System

☐ SAP

current user/I.D No.:

☐ File Server Drive

(specify)

(purpose)

☐ Transfer of PC

from dept

to dept

☐ Software

(specify)

(purpose)

☒ Others

(specify)

USB DIRECT ACCESS TO TFC 8119

☐ Firewall Policy

(Select Policy Level Number) ( )

Select from 1, 2, 3, 4

Reason for Application USE FOR SAVING / GETTING THE PICTURE FROM CAMERA

NOTE: CURRENT SCENARIO: CAN ACCESS USB BY OPENING THE TFXC0666 USER AND (WITH USER) WHEN RETURN TO THE MAIN USER (TFC8119) THE PC WAS CORRUPTED, IT TAKES A FEW MINUTES BEFORE RETURNING BACK TO NORMAL.

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

2021-12-13 1:08 PM  
Date and Time of Execution

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		SUSETTE SURBANO	REY DAGATAN/MADITO ORTIZANO	TAKAFUMI MATSUNAGA	