

COMPUTER PREVENTIVE MAINTENANCE DATA SHEET

PC NO.: TPXC1089

NAME OF USER: GIA MAE ORING

ID NO. OF USER: 012015

DEPARTMENT: HR

FACTORY NO.: Factory 1

SCOPE OF WORK: Preventive Maintenance

DATE: 2023-08-02

LAPTOP ☒

DESKTOP ☐

HDD/SSD/NVME CAPACITY	MOTHERBOARD BRAND NAME/MODEL	R A M BRAND/MODEL	R A M CAPACITY
NVMe / 512 GB	Lenovo 24E6507P00	Samsung	8 GB
OPERATING SYSTEM	VERSION	MS OFFICE	VERSION
Microsoft Windows 10	Professional	Professional Plus	2019
OS ENVIRONMENT	PC BRAND NAME	PROCESSOR TYPE	SERIAL NUMBER
x64 Bit	Lenovo ThinkPad E15 Gen 4	12th Gen Intel (R) Core (TM) i5-1235U	PF48EUJJP

PROBLEMS ENCOUNTERED	RECOMMENDATIONS
/	/

PM CONDUCTED BY:

PM CONFIRMED BY:

KNAVEN JADE PARAN

IT MEMBER

Gia Mae Oring

PC USER/SIGNATURE

Related Documents:

TCF-G115

TCF-G112

Document No:	TCF-G116	VER.	1	Toyoflex Cebu Corporation			Retention Period
Effectivity Date:	2023-07-15	Prepared by:		Checked by:		Approved by:	10 YEARS
		SUSETTE SURBANO		REY DAGATAN		AMADITO ORTIZANO	