
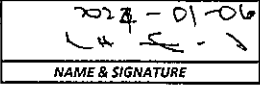



GA Division IT	IT Installation/ Repair Request Form	TMF-G0052 Version 2.00
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2024-01-06
 Date of Request


 NAME & SIGNATURE
 Prepared By:


 NAME & SIGNATURE
 Local Supervisor/Manager


 NAME & SIGNATURE
 Japanese Department Manager

Name of User: YANUARIG, ANTONETTE P.

I.D No.: 012097

PC Name/No: TFX00976

Div/Dep't: PRODUCTION

Position: ASSOCIATE STAFF

Select the purpose of Application	<input type="checkbox"/> For New PC Issuance Request	<input checked="" type="checkbox"/> (For PC replacement request) <small>If you check here, attached the signed TMF-G0051 form</small>	<input type="checkbox"/> System Registration and Job Request
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☐ Cybozu/Garoon
☐ E-Mail
☐ Domain ID
☐ PC Reset/Reformat
☐ SAP
☐ Change of PC User
 previous user/I.D No.: _____

☐ Wireless Network
☐ LAN Cable Assembly/Installation
☐ MS Teams Account
☐ Documentum/Astrux System
☐ Toss System

☒ File Server Drive
 (specify) MEDICAL GROUP (purpose) TO VIEW FILES
 (specify) MEDICAL FACTORY

☐ Transfer of PC
 from dep't _____ to dep't _____

☐ Software
 (specify) _____ (purpose) _____

☒ Others (specify) CHANGE LAPTOP (SEE ATTACHMENTS)

☐ Firewall Policy

(Select Policy Level Number) ☐ ☐ ☐ ☒ ☐

Select from: 1 2 2A 3 3A

Reason for Application : DUE TO LOSS OF WIFI ADAPTOR, AND AS PER CHECKING BY THE IT STAFF THE HARDWARE WAS DAMAGED ALREADY AND CANNOT BE USED ANYMORE. (SEE ATTACHMENTS).

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: SUSETE SURBANO
 IT MEMBER

2024-01-06 / 10:12AM
 Date and Time of Execution

Related Document: TMF-G0051

*It is permitted to use this form in both electronic and hard copy.

*The user have to check and compare versions, effective date and sub master information before printing.