

# ASSETS HANDOVER FORM



REGISTERED OFFICE: Device Factory

CONTACT NO.: 1502 / 322

EMAIL ADDRESS: brylle.tillor.ph@toyoflex.com

NAME OF EMPLOYEE: Brylle Tillor

EMPLOYEE ID NO.: 006180

DEPARTMENT/DIVISION: Production / Wire Rope / Drawing

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	Dell Desktop	1	TFXC0025

(AUTHORIZED SIGNATORIES)

REQUESTOR / APPROVER

Mr. Arnold Malingin / Mr. Daisuke Nakayama

RESPONSIBLE FOR HANDOVER

SUSETTE SURBANO

I, MR. / MRS Brylle Tillor 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

Brylle Tillor

DATE SIGNED

2021-07-22

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		SUSETTE SURBANO	REY DAGATAN / AMADITO ORTIZANO	TAKAFUMI MATSUNAGA	