

ASSETS HANDOVER FORM



REGISTERED OFFICE:	DEVICE FACTORY
CONTACT NO.:	340-5418 - DEVICE FACTORY
EMAIL ADDRESS:	jayson.mangubat.ph@toyoflex.com
NAME OF EMPLOYEE:	JAYSON MANGUBAT
EMPLOYEE ID NO.:	10096
DEPARTMENT/DIVISION:	PRODUCTION ENGINEERING - INFRASTRUCTURE

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	Lenovo Thinkpad E15	1	TFXC0702
		N/A	

(AUTHORIZED SIGNATORIES)

REQUESTOR / APPROVER

MARIO T. BERGANCA JR. / YUJI INABA

RESPONSIBLE FOR HANDOVER

SUSETTE B. SURBANO

I, MR. / MRS. JAYSON MANGUBAT HEREBY ACKNOWLEDGED THAT I HAVE RECEIVED THE ABOVE MENTIONED ASSET(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

JAYSON MANGUBAT

DATE SIGNED

2021-07-26

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Effectivity Date	2021-07-16	Prepared by:	Checked by:	Approved by:	2 YEARS
		SUSETTE SURBANO	REY DAGATAN / AMADITO ORTIZANO	TAKAFUMI MATSUNAGA	