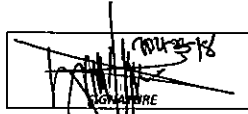



IT Installation/ Repair Request Form

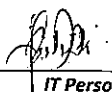
Date of Request
2021-03-18


Local Supervisor/Manager


Japanese Department Manager

Name: Gladys Nina Sugral
I.D No. 10758
PC Name/No: TFXC0696
Div/Dep't: QA

Type of Installation	<input checked="" type="checkbox"/> (Entry) (For Install)	<input type="checkbox"/> (Exit) (For Deletion)
<input type="checkbox"/> R-Pics System		<input type="checkbox"/> Chat App/Messenger
<input type="checkbox"/> Cybozu/Garoon		<input type="checkbox"/> Wireless Network
<input checked="" type="checkbox"/> E-Mail		<input type="checkbox"/> LAN Cable Assembly/Installation
<input type="checkbox"/> Active Directory		<input type="checkbox"/> PC Reformat
<input type="checkbox"/> Siam System		<input type="checkbox"/> Documentum/Astrux System
<input type="checkbox"/> Data Surfing		<input type="checkbox"/> Toss System
<input type="checkbox"/> Change of PC User previous user/I.D No.: _____ current user/I.D No.: _____		<input type="checkbox"/> SAP
<input type="checkbox"/> File Server Drive (specify) _____ (purpose) _____		
<input type="checkbox"/> Transfer of PC from dep't _____ to dep't _____		
<input type="checkbox"/> Software (specify) _____ (purpose) _____		
<input checked="" type="checkbox"/> Others (pls. specify) <u>qa.car.ph@toyoflex.com (Medal) transfer to Gladys</u>		

Requests Performed by: 
IT Personnel

Date

Document No.	TCF-G022	Ver.	2	Toyoflex Cebu Corporation	Retention Period
Effectivity Date	2018-03-19	Prepared by: REY DAGATAN	Checked by: AMADITO ORTIZANO	Approved by: TAKAFUMI MATSUNAGA	2 years