

ASSETS HANDOVER FORM

ASAHI INTECC GROUP
TOYOFLEX CEBU CORPORATION

REGISTERED OFFICE: DEVICE FACTORY

CONTACT NO.: WIRE STRANDING IP PHONE - 323 / WIRE STRANDING AVAYA - 1503

EMAIL ADDRESS: steven.tolo.ph@toyoflex.com

NAME OF EMPLOYEE: STEVEN T. TOLO

EMPLOYEE ID NO.: '006328

DEPARTMENT/DIVISION: WIRE ROPE - WIRE STRANDING

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	ACER LCD MONITOR V196HQL	1	TFXC0373
2	DELL VOSTRO 3800 SERIES CPU	1	TFXC0075

(AUTHORIZED SIGNATORIES)

REQUESTOR / APPROVER MR. ARNOLD MALINGIN / MR. DAISUKE NAKAYAMA ²⁰²¹⁻⁰⁷⁻²³

RESPONSIBLE FOR HANDOVER SUSETTE SURBANO ²⁰²¹⁻⁰⁷⁻²⁶

I, MR. / MRS. STEVEN T. TOLO 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

STEVEN T. TOLO

DATE SIGNED

2021-07-22

Document No.	TCF-G084	Ver.	1	TOYOFLEX CEBU CORPORATION	Retention Period
Effectivity Date	2021-07-16	Prepared by:	Checked by:	Approved by:	2 YEARS
		SUSETTE SURBANO	REY DAGATAN / AMADITO ORTIZANO	TAKAFUMI MATSUNAGA	