

IT Installation/ Repair Request Form

Date of Request

2022-08-23

2022-08-24
Lui Restauro
SIGNATURE
Local Supervisor/Manager

2022-08-24
Hiroya Hamaguchi
SIGNATURE
Japanese Department Manager

Name: Jojetta Vanikka Ferniz

I.D No. 10398

PC Name/No: Acer Laptop 7+XC0967

Div/Dep't: QA

Type of Installation

☒ (Entry)
(For Install)

☐ (Exit)
(For Deletion)

☐ R-Pics System

☐ Cybozu/Garoon

☒ E-Mail

☐ Active Directory

☐ Siam System

☐ Data Surfing

☐ Change of PC User

previous user/I.D No.: _____ current user/I.D No.: _____

☐ File Server Drive

(specify) _____ (purpose) _____

☐ Transfer of PC

from dep't _____ to dep't _____

☐ Software

(specify) _____ (purpose) _____

☐ Others

(specify) _____

☐ Firewall Policy

(Select Policy Level Number) () Select from 1, 2, 3, 4

Reason for Application To be replace old laptop (4 years in service).

Experienced pooling and lagging.

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:

2022-09-12
TORON HAROH
IT MEMBER

2022-09-12
Date and Time of Execution

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		SUSETTE SURBANO	REY DAGATAN/AMADITO ORTIZANO	TAKAFUMI MATSUNAGA	