

# COMPUTER PREVENTIVE MAINTENANCE DATA SHEET

PC NO.: 7FXC6961

NAME OF USER: Edwin Pasignasigna DATE: 2023-07-24

ID NO. OF USER: 005907

DEPARTMENT: OPP 2nd floor

FACTORY NO.: 4B

SCOPE OF WORK: Preventive Maintenance

LAPTOP ☐

DESKTOP ☒

HDD/SSD/NVME CAPACITY	MOTHERBOARD BRAND NAME/MODEL	R A M BRAND/MODEL	R A M CAPACITY
HPD / 1TB	Acer D350AM4-M <del>Acer Veriton M320-B330</del>	Micron Tech. 4ATF51264AZ-2G341R	4GB
OPERATING SYSTEM	VERSION	MS OFFICE	VERSION
Microsoft Windows 10	Professional	Home and Business	2016
OS ENVIRONMENT	PC BRAND NAME	PROCESSOR TYPE	SERIAL NUMBER
x64 Bit	Acer Veriton M320-B330	AMD PRO A10-9700 R7	VXVA NSI08912841022

PROBLEMS ENCOUNTERED	RECOMMENDATIONS

PM CONDUCTED BY: KNAVEN JADE PARAN  
IT MEMBER

PM CONFIRMED BY: Edwin Pasignasigna  
PC USER/SIGNATURE

Related Documents:

TCF-G115  
TCF-G112

Document No:	TCF-G116	VER.	1	Toyoflex Cebu Corporation		Retention Period
Effectivity Date:	2023-07-15	SUSETTE SURBANO	REY DAGATAN	AMADITO ORTIZANO		10 YEARS