

ASSETS HANDOVER FORM

ASAHI INTECC GROUP
TOYOFLEX CEBU CORPORATION

REGISTERED OFFICE: Device Factory
CONTACT NO.: 340-5419
EMAIL ADDRESS: _____

NAME OF EMPLOYEE: CRISTINE JADE DUHINO
EMPLOYEE ID NO.: 011926
DEPARTMENT/DIVISION: PC

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 E15 Laptop	1	IFXC0939

(AUTHORIZED SIGNATORIES)

REQUESTOR / APPROVER

SHARON CALVEZ

SARAE SENG

RESPONSIBLE FOR HANDOVER

I, MR. / MRS CRISTINE JADE A. DUHINO 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

2022-08-25

DATE SIGNED

2022.08.25

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		SUSETTE SURBANO	REY DAGATAN / AMADITO ORTIZANO	TAKAFUMI MATSUNAGA		