

IT Installation/ Repair Request Form

Date of Request
2020-12-10

2020-12-10
ZURITA
SIGNATURE
Local Supervisor/Manager

YUJINABA 2020-12-11
YUJINABA
SIGNATURE
Japanese Department Manager

Name: JESSEN O. RAZONABE
I.D No. 010613
PC Name/No: TFXC0712
Div/Dep't: SPRING COIL

Type of Installation	<input 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 checked="" 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>New PC for new hire staff</u>		

Requests Performed by:

[Signature]
IT Personnel

2020-12-12

Date

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						2 years