

IT Installation/ Repair Request Form

Date of Request
2022-09-07

[Signature]
Hans Sanchez
SIGNATURE
Local Supervisor/Manager

[Signature]
Kouji Sugimoto
SIGNATURE
Japanese Department Manager

Name: MICHELLE PENECHITOS

I.D No. 11779

PC Name/No: TFX00028-TFM0075

Div/Dep't: WR-Stranding

Type of Installation	<input checked="" 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 checked="" type="checkbox"/> Change of PC User		<input type="checkbox"/> SAP
previous user/I.D No.: <u>6328</u>		current user/I.D No.: <u>11779</u>
<input checked="" type="checkbox"/> File Server Drive		
(specify) <u>WIRE ROPE</u>		(purpose) <u>TO VIEW FILE</u>
<input type="checkbox"/> Transfer of PC		
from dep't _____		to dep't _____
<input type="checkbox"/> Software		
(specify) _____		(purpose) _____
<input type="checkbox"/> Others		
(pls. specify) <u>Email : michelle.penechitos.ph@toyoflex.com</u>		
<u>* Change User</u>		

Requests Performed by: SUSETTE SURBANO
IT Personnel

2022-09-07
Date

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		Approved by:	TAKAFUMI MATSUNAGA		2 years