

IT Installation/ Repair Request Form

Date of Request

2020-12-14

Amadito Ortizano
SIGNATURE
Local Supervisor/Manager

Takafumi Matsunaga
SIGNATURE
Japanese Department Manager

Name: JANE MASLOG

I.D No. 1035

PC Name/No: TFXC0672

Div/Dep't: GA-EMS

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 type="checkbox"/> E-Mail		<input type="checkbox"/> LAN Cable Assembly/Installation
<input 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		<input type="checkbox"/> SAP
previous user/I.D No.:		current user/I.D No.:
<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)		
Request for new PC (laptop)		

Requests Performed by:

IT Personnel

2020-12-15

Date

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					TAKAFUMI MATSUNAGA	2 years