

ASSETS HANDOVER FORM

ASAHI INTECC GROUP
TOYOFLEX CEBU CORPORATION

REGISTERED OFFICE: TOYOFLEX CEBU CORPORATION - DEVICE FACTORY
CONTACT NO.: 09568173135
EMAIL ADDRESS: randolfjimorosjr@gmail.com
NAME OF EMPLOYEE: RANDOLF JR. N. GIMOROS
EMPLOYEE ID NO.: 10200
DEPARTMENT/DIVISION: PE - EQUIPMENT

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 LAPTOP E15	1	TFXC0579

(AUTHORIZED SIGNATORIES)

REQUESTOR / APPROVER

Mario Bergancia / Yuji Inaba
2021-07-28

RESPONSIBLE FOR HANDOVER

SUSETTE SURBANO
2021-07-29

I, MR. / MRS. RANDOLF JR. N. GIMOROS 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

[Signature]

DATE SIGNED

2021-07-27

Document No.	TCF-G084	Ver.	1	TOYOFLEX CEBU CORPORATION	Retention Period
Effectivity Date	2021-07-16	Prepared by:	Checked by:	Approved by:	2 YEARS
		SUSETTE SURBANO	REY DAGATAN / AMADITO ORTIZANO	TAKAFUMI MATSUNAGA	