## IT Installation/ Repair Request Form

Name of User: Chicking Forth Re QS   Local BugaristicAbungs   Local Bug		à		-	R	record Control NO. : 6 -IR	F-243040-1	
ARAM ALONGA					_		quest	
ILD No.: TFC, 115/21.  PC Name/No.: DA  Position: Select the purpose of Application Fear New PC Issuance Request Fear PC Predecement request)  Select the purpose of Application Fear New PC Issuance Request PC			ZY MONDEJAR ME & SIGNATURE	NAME & SIG	GNATURE			
Position:  Select the purpose of Application   For New PC Issuance Request   (For PC replement request)   Syntem Registration and Job Requests    (Systems Registration and Job Requests)   Syntem Registration and Job Requests    (Systems Registration and Job Requests)   Syntem Registration and Job Requests    (Systems Registration and Job Requests)   Syntem Registration and Job Request    (Systems Registration and Job Requests)   Syntem Registration and Job Request    (Systems Registration and Job Requests)   Syntem Registration    (Systems Registration and Job Registration    (Systems Reg	Name of User:	Christian Faith	Paras					
Div/Dept:  Select the purpose of Application:  Select the purpose of Application   For New PC Itsurance Request   For PC replacement request]   Syntem Keighandson and Job Requests    (Systems Registration and Job Requests)   Cybozu/Garcon   Wireless Network    E-Mail   LAN Cable Assembly/Installation    Demain ID   MS Teams Account    PC Reset/Reformat   Documentum/Astrux System    SAP   Toss System    Change of PC User   previous user/I.D No.:   current user/I.D No.:    File Server Drive   (specify)   (purpose)    Transfer of PC   from dep't   to dep't    Software   Software   (specify)   Soft Ways   un'install    Firewall Policy (Select Policy Level Number)   2 2A 3 3A    Reason for Application :  Policy Validity Period   Date From (yyyy/mm/dd)   Date To (yyyy/mm/dd)    Note: to act thing Validity Period   Transment    Requests Performed by:	I.D No.:	TFC 12522						
Position:   Select the purpose of Application   For New PC issuance Request   For PC replacement request   System Registration and Job Requests	PC Name/No:	diffex TFXCO	1721					
Select the purpose of Application   For New PC Issuance Request   (For PC replacement request)   Saystem Registration and Job Requests	Div/Dep't:	QA						
(Systems Registration and Job Requests)    Cybozu/Garoon	Position:	Staff-	-					
Cybozu/Garoon   Wireless Network   E-Mail   LAN Cable Assembly/Installation   Domain ID   MS Teams Account   Documentum/Astrux System   PC Reset/Reformat   Documentum/Astrux System   Toss System			For New PC Issuance Reques	(1011010		and Jo		
Domain ID		TO A STATE OF THE	dequests)			s Network		
PC Reset/Reformat		∃E-Mail			☐ LAN Cal	ble Assembly/Install	ation	
SAP		Domain ID			☐ MS Teams Account			
Change of PC User previous user/I,D No.:	☐ PC Reset/Reformat					☑ Documentum/Astrux System		
previous user/I.D No.:		SAP			☐ Toss Sy	stem		
Capecify   (purpose)								
Transfer of PC   to dep't   to dep't     Software   (specify)   (purpose)     Others   (specify)   Soft Wark   Uninstall								
Software   (specify)   (purpose)	_		cify)		(purpose) _			
(specify) (purpose)			dep't		to dep't			
Firewall Policy (Select Policy Level Number)			cify)		(purpose) _			
Comment No.   CF-G022   Ver.   5   TOYOFLEX CEBU CORPORATION   Retention Period   CSelect from:   1   2   2A   3   3A	P	Others (spe	cify) Software	uninstall				
Related Document TCT-007 & TCF-G022  Ver. 5  TOYOFLEX CEBU CORPORATION  Retention Period  Retention Page 1  2 2A 3 3A  Reason for Application :  Date To (yyyyy/mm/dd)  Retention Period  Retention Period  Prepared by: Checked by: Approved by:								
Reason for Application:    Policy Validity Period   Date From (yyyy/mm/dd)   Date To (yyyy/mm/dd)		(Select Police				(4 <del></del> )		
Requests Performed by:  Related Document: TCT-007 & TCF-G084  Document No.  TCF-G022  Ver. 5  TOYOFLEX CEBU CORPORATION  Retention Period  Prepared by:  Checked by:  Approved by:  Approved by:  Referrivity Date  2023-07-24		Reason for Applicati	ion :					
Requests Performed by:  Related Document: TCT-007 & TCF-G084  Document No.  TCF-G022  Ver. 5  TOYOFLEX CEBU CORPORATION  Retention Period  Prepared by:  Checked by:  Approved by:  Approved by:  Referrivity Date  2023-07-24						,		
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Requests Performed by:    Color   Date and Time of Execution		Policy Validity Pe	eriod Date From ()	yyyy/mm/dd)		Date To (yyyy/mr	m/dd)	
Related Document: TCT-007 & TCF-G084  Document No. TCF-G022 Ver. 5 TOYOFLEX CEBU CORPORATION Retention Period  Ffectivity Date 2023-07-24  Prepared by: Checked by: Approved by:		Note: Do not fill-up Validity Period	l if Permanent					
Related Document: TCT-007 & TCF-G084  Document No. TCF-G022 Ver. 5 TOYOFLEX CEBU CORPORATION Retention Period  Prepared by: Checked by: Approved by:		Requests Performe	- Jec On					
Prepared by: Checked by: Approved by:	Related Document: TO	CT-007 & <i>TCF-G084</i>	II IVIEIV	IDEK	D	ate and Time of Ex	ecution	
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	Effectivity Date	2023-07-24					2 YEARS	