							Date of Reque 2022-08-02	est
					Local Supe	2.8.03 rvisor/Manager	Japanese De	partment Manager
Name:	MARI	z conson		<b></b>				
I.D No.		9278		_				ļ
PC Name/No:	TF	XC0624		_				
Div/Dep't:	QA/QC	C-INCOMING	3	_				
Type of Installa	ation		□ try) nstall)	(Exit) (For Deleti	on)			
	R-Pics System	1						
	Cybozu/Garoo	n				☐ Wirele	ess Network	
	E-Mail					□ LAN C	Cable Assembly/Installa	ation
	Active Director	ry				☐ PC Re	eformat	
	Siam System					☐ Docur	mentum/Astrux System	ı
	Data Surfing					☐ Toss	System	
	Change of PC previous us				_	SAP	LD No.:	
团	File Server Dri			SICAST CHI		(purpose)	TO ACCESS THE CAIDS IN SYSTEM AND CAST CHEC SYSTEM	
	Transfer of PC					_ to dep't		<del></del>
	Software	(specify)				_ (purpose)		
	Others	(specify)		·				
	Firewall Polic Reason for A	(Select Po	licy Lev			Select from	1, 2, 3, 4	
	Policy Valid	lity Period	Dat	e From ( yy	yy/mm/dd)		Date To (yyyy/mm/d	d)
	Note: Do not fill-up	Validity Period if P	ermanent					
	Requests Pe	rformed by	: 	T MEME	BER	<del></del>	2000 -O-5-0 ate and Time of Exec	
Document No.	TCF-G022	Ver.	3		TOYOFI	LEX CEBU CORPO	DRATION	Retention Period
Effectivity Date	2021-04-15	Prepar SUSE	ed by: ETTE SURE		ecked by: DAGATAN/AMADI	Approved TO ORTIZANO	d by: TAKAFUMI MATSUNAGA	2 YEARS

						Date of Reque	
						2022-02-02	<del></del>
-				Loca	2022. 2.02 SIGNATURE all Supervisor/Manager	_ <del>[</del>	WWZ 2, 9
Name:	JEXIE SIMBAHON						
I.D No.	9309				•		
PC Name/No:	TFXC0508						
Div/Dep't:	QA/QC						
Type of Install	ation	(Entry (For Insi		(Exit) Deletion)		-	
	R-Pics System						
	Cybozu/Garoon				☑ Wirele	ess Network	
	E-Mail				□ LAN (	Cable Assembly/Installa	ation
	Active Directory				□ PC R	eformat	
	Siam System				☐ Docur	mentum/Astrux System	1
	Data Surfing				☐ Toss	System	
	Change of PC User previous user/I.D	No.:			SAP current user/l	.D No.:	
	File Server Drive (spe	cify) _			(purpose)		
	Transfer of PC from	dep't _			to dep't		
	Software (spe	cify) _			(purpose)		
	Others (spe	cify) _					
	Firewall Policy (Sele	ct Policy	/ Level Nu	mber) (	Select from	1, 2, 3, 4	
	Reason for Applica	.,× –				the network   se	ner.
	during v meeti	ngs on	a Mhón	KUN CALDILE	Connection. Is not	hozzige.	
	Policy Validity Pe	eriod	Date Fro	<i>m</i> ( yyyy/mm	/dd)	Date To (yyyy/mm/do	 d)
	Note: Do not fill-up Velidity i	سا Period if Perma	nent				
	Requests Perform	ed by: _	Wit	MEMBER		ໃ∕L − 0′2−0 <sup>0</sup> t te and Time of Exect	ıtion
Document No.	TCF-G022	Ver.	3		OYOFLEX CEBU CORPO		Retention Period
Effectivity Date	2021-04-15	Prepared b	y: E SURBANO	Checked by: REY DAGATAN	Approved	TAKAFUMI MATSUNAGA	2 YEARS

					Date of Reque	st
				sigNature Local Supervisor/Manager	Japanese De	Natura (1, 1) partment Manager
Name:	Marit Conso	×1				
I.D No.	9278					
PC Name/No:	T#XC 0624					
Div/Dep't:	Oc - Incoming	impedion (to	aday 5)			
Type of Install		(Entry) (For Install)	(Exit)	on)		
	R-Pics System  Cybozu/Garoon			( <sup>⊏</sup> Wire	less Network	
	E-Mail				Cable Assembly/Installa	ation
	Active Directory			□ PC F	Reformat	
	Siam System			☐ Docu	umentum/Astrux System	
	Data Surfing			☐ Toss	System	
	Change of PC User previous user/I.E			. □ SAP current user	/I.D No.:	
	File Server Drive (spe	ecify)		(purpose)		
	Transfer of PC from	dep't		to dep't		
	Software (spe	ecify)		(purpose)		
	Others (spe	ecify)	usb	Access /From camera	<u> </u>	
	Firewall Policy (Sel	ect Policy Lev	vel Number)	( ) Select from	1, 2, 3, 4	
	Reason for Applic	ation	Need -	to transfer pich	ures	
		ĺn	preparin	g Reject Report	<u> </u>	
	Policy Validity P	eriod Dat	te From ( yy	yy/mm/dd)	Date To (yyyy/mm/do	 i)
	Note: Do not fill-up Validity	Period if Permanent				
	Requests Perform	ned by: Suf	T MEMB	ISANO E	ΛΡΙΖ -67-/√ Pate and Time of Execu	ition
Document No.	TCF-G022	Ver. 3		TOYOFLEX CEBU CORP		Retention Period
Effectivity Date	2021-04-15	Prepared by: SUSETTE SURE		cked by: Approvi DAGATAN/AMADITO ORTIZANO	ed by: TAKAFUMI MATSUNAGA	2 YEARS

						Date of Reques 7/1/2022	<u> </u>
				SHARON OF Local Supervisi		170	ンシック , o チ artment Manager
Name:	Please see allached						
1.D No.	Please see allached		<del></del>				
PC Name/No:	Please see attached						
Div/Dep't:	Please see attached		<del></del>				
Type of Installa		(Entry) (For Install)	(Exit (For Dele				
	R-Pics System						
	Cybozu/Garoon					ss Nelwork	
	E-Mail				□ LAN C	able Assembly/Installat	ion
	Active Directory				☐ PC Re	format	
	Siam System				☐ Docun	nentum/Astrux System	
	Data Surfing				☐ Toss S	System	
	Change of PC User previous user/I.D	No.:		c	☐ SAP	.D No.:	
-	File Server Drive	oify) <u>\\1</u>	72.16.81.20 <u>5</u>		(purpose)	Common folder for Purchas & all section	ing ———
	Transfer of PC from o	dep't			to dep't		
	Software (spec	cify)		<del></del>	(purpose)		
	Others (spec	;ify)		•			
	Firewall Policy (Sele	ct Policy L	evel Numbe	r) ( ) S	Select from	1, 2, 3, 4	
	Reason for Applica	tion : To	o have a co	mmon folder a	ccess by P	urchasing and reque	estors
	(Production and se	upport gro	up) for any	information fro	om Purchas	ing.	
	NOTE: Folder nan	ne: Purch	asing Inform	nation		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
	Policy Validity Pe	eriod <u>E</u>	Date From (	yyyy/mm/dd)	ı	Date To (yyyy/mm/dd	)
	Note: Do not fill-up Validity F	eriod if Permenen	n .				
·	Requests Perform	ed by: \\\fo	N KHOVE IT MEN	E KEUNPO MBER	<u>1012</u> Da	07 -   ate and Time of Execu	tion
Document No.	TCF-G022	Ver.	3	TOYOFLE	X CEBU CORPO	PRATION	Retention Period
Effectivity Date	2021-04-15	Prepared by: SUSETTE S		hecked by: Y DAGATAN/AMADITO	Approved ORTIZANO	S by: TAKAFUMI MATSUNAGA	2 YEARS

· @n	and the second of the second	USTOPIZĂĂ						
		Cherelyn Elacion						
7	•	Mary Niezl Sincero						
3	ACCOUNTING	Maria Abegail Razo						
<del>-</del>	, , , , , , , , , , , , , , , , , , ,	Christian Mae Insipido						
		Mary Rose Baguio						
6		Dennis Bernales						
7		Geraline Dime						
./0	-	Lyza Berol						
Z.0		Rosemarie Rabaño						
2/10		Alma Omandac						
→10 √11	QA	Norjili Auxtero						
12		Reynan BiÑan						
✓13		Rhea Mae Judilla						
₹14 ¥ 77		Geraline Dime						
X 15		Jessel Teogangco						
16		Amadito Ortizano						
/ 17		Wilson Florentino						
18		Emerald Abaniel						
		Joefelyn Tomungha						
		Lucy Sales						
		Jaclyn Anne Arrieta						
X 22		Jamaica Gutierrez						
X 23		Rhoveime Quitoy						
/ 24		Sharra Hera						
<u></u>		Mary Joy Calago						
/26	GA	Roldan Escarpe						
/27		Ailene Singson						
		Sharmine Gay Vender 🗸						
-/29	ľ	Jelyn Sismar						
- 30		Lady Nila M. Sarsaba						
/31		Therese May Bual						
32		Leslie Dayaganon						
/33	r	Ryan Mante						
34		Malvin Baguio						
/35		Jubelyn Trimidal						
36		Rey Dagatan						
/37	ł	Nestor Cape						
28		Jennifer Solabar						
39	1	Denisa Monter						
40	1	Francis Dagohoy						
41	<b>Y</b>	Aldren Cuizon						
92		Aubrey kane Batingal						
9/3	<b>;</b>	Shelamith Nadela						
<b>A</b> 4	4	Michael Laurea						
45	1	Jessa Dela Rama						
46		Ceralyn Mopon						
47	мυ	Leleth Abayon						
48	<del>- Y</del>	Fredelyn Burgador						
98		Sugar Ray Luib						
	<u> </u>	Judith Duran						

S1
S1
Spring Coil   Desiree Yaon   Rantess Mendoza   Jenny Vi Adana   Jenny Vi Adana   Arnold Malingin   Ronald Chavez   Fe Guevarra   Archie Pagdato   Louie Estampa   Lloyd Pilapil   Cherry Pie Inso   BrylleTillor   Ramon Aro   Reinerio Repolidon   Mary Joy Lasutan   Iven Erabon   Elvie Tundag   Elvie Tundag   Cherry Control of the contr
Spring Coil   Desiree Yaon   Rantess Mendoza   Jenny Vi Adana   Jenny Vi
Spring Coil  Desiree Yaon Rantess Mendoza Jenny Vi Adana  Jenny Vi Adana  Spring Coil  Mire ROPE Arnold Malingin Ronald Chavez Fe Guevarra Archie Pagdato Louie Estampa Lloyd Pilapil Cherry Pie Inso BrylleTillor Ramon Aro Reinerio Repolidon Mary Joy Lasutan Iven Erabon Elvie Tundag
Rantess Mendoza Jenny Vi Adana  Selection Wire ROPE  Arnold Malingin  Ronald Chavez  Fe Guevarra  Archie Pagdato Louie Estampa Lloyd Pilapil  Cherry Pie Inso BrylleTillor  Ramon Aro  Reinerio Repolidon Mary Joy Lasutan Iven Erabon Elvie Tundag
Jenny Vi Adana  Arnold Malingin  Ronald Chavez  Fe Guevarra  Archie Pagdato  Louie Estampa  Lloyd Pilapil  Cherry Pie Inso  BrylleTillor  Ramon Aro  Reinerio Repolidon  Mary Joy Lasutan  Iven Erabon  Elvie Tundag
Sp
Samon Aro   Reinerio Repolidon   Mary Joy Lasutan   Iven Erabon   Elvie Tundag   Enverse   Elvie Tundag   Elvie Tundag   Fe Guevarra   Fe Guevarra   Archie Pagdato   Louie Estampa   Lloyd Pilapil   Cherry Pie Inso   BrylleTillor   Ramon Aro   Reinerio Repolidon   Mary Joy Lasutan   Elvie Tundag   Elvie
S8
Archie Pagdato Louie Estampa Lloyd Pilapil Cherry Pie Inso BrylleTillor Ramon Aro Reinerio Repolidon Mary Joy Lasutan lven Erabon Elvie Tundag
Louie Estampa  Lloyd Pilapil  Cherry Pie Inso  BrylleTillor  Ramon Aro  Reinerio Repolidon  Mary Joy Lasutan  lven Erabon  Elvie Tundag
62 Wire Drawing Cherry Pie Inso BrylleTillor 64 Ramon Aro 65 Wire Stranding Reinerio Repolidon 66 Mary Joy Lasutan 1ven Erabon 68 Elvie Tundag
63 BrylleTillor Ramon Aro Reinerio Repolidon Mary Joy Lasutan lven Erabon Elvie Tundag
Ramon Aro Reinerio Repolidon Mary Joy Lasutan Iven Erabon Elvie Tundag
65 Wire Stranding Reinerio Repolidon 66 Mary Joy Lasutan 10 lven Erabon Elvie Tundag
Mary Joy Lasutan Iven Erabon Elvie Tundag
. 67 Iven Erabon 68 Elvie Tundag
68. Elvie Tundag
T-assy Lisa Godornez
Shylah Florece Geneva Mae Lozano
72 Erlyn Bolambao
Levie Binagatan
Christopher Sumaga
Edwin Pasignasigna
Modesta Bustos
Mario Bergancia
Genalyn Serapin
Jackelene Blanco
Jovenal Omac
92 PRODUCTION ENGINEERING Peter Nills Romanillos
Dexter Tabunon
Jose Melier Singson lorge Canadagan
Jorge Capadngan  86 Emmanuel Clarido
87 Noel Capao
88 Windyl Manacap
89 Jessa Marie Bejoc
99 Jella Angudong
Jeddah Singson
92 Mary Maureen Pena
93 Janine Pangandoyon
99 Francis Pacaldo
Judy Manradondo
PRODUCTION CONTROL Sharon Galvez
97 Mary Rose Abe
98 Ma. Irene Hiyas
99 Ilyn Corpus
100 Dianarra Delfino
, 101 Jean Tisoy
102 Roche Montenegro
103 Cherilyn Rupita
104 Jen Briones

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							Date of Reque	st (1011-103-13)
					YUAN ocal Supe	O LES A John Es Ivisor/Manager	ARBUSHITA Japanese De	AFBICHI Zartment Manager
Name: <u>(</u>	GLADYS NIÑA S	UGAROL						
1.D No	10758							
PC Name/No:	TFXC517	- <del></del>						
Div/Dep't: _	QUALITY ASSUR	RANCE						
Type of Installa	ation	(Enti	ry)	(Exit) (For Deletion)	)			
	R-Pics System							
	Cybozu/Garoon					☐ Wirele	ess Network	
	E-Mail					☐ LAN C	Cable Assembly/Installa	ition
	Active Directory					☐ PC Re	eformat	
	Siam System					☐ Docur	nentum/Astrux System	
	Data Surfing					☐ Toss	System	
	Change of PC Us previous user/l					☐ SAP _current user/l	.D No.:	
$\square$	File Server Drive (s	pecify)		SERVER FOLDER: ON PLAN & PRODUCTS	S CARD	_ (purpose)		
	Transfer of PC fro	m dep't		<u>-</u>		_ to dep't		
		pecify)				_ (purpose)		
		pecify)						<del></del>
	•		-			Select from		ا
		ication Creput		we aneu	tr ti	e praintin	blen 4 phaluets o	<u>rara</u>
	Policy Validity			From (yyyy	/mm/dd)		Date To (yyyy/mm/d	d)
	Note: Do not fill-up Valid	dity Period if Pe	rmanent			_ <del></del> .		
	Requests Perfo	rmed by:		T MEMBER			NOM - DG - LG ate and Time of Execu	1:278 fm
Document No.	TCF-G022	Ver.	3	<u> </u>	TOYOF	LEX CEBU CORPO	PRATION	Retention Period
Effectivity Date	2021-04-15	Prepare	d by: TTE SURBA	Checke		Approve ITO ORTIZANO	d by: TAKAFUMI MATSUNAGA	2 YEARS

						Date of Req 2022-02		
					202. 2. 04 MATURE ervisor/Manager	Japane	January 1911 Department Manager	2-4
	Name:	JESSA M	ESA					
	I.D No.	8090		<del></del>				
	PG Name/N	TFXC06	38	-				
	1	QA/Q	C MU					
	Div/Dep't;			_				
	Type of Insta	allation	(Entry) (For install)	(Exit) (For Deletion)				
)		R-Pics System	(i oi matan)	(FOI Deletion)	<del></del>		<u> </u>	4
	=	Cybozu/Garoon			☐ Wireless N	letwork		
		] E-Mail				Assembly/Insta	allation	
<del></del>		Active Directory			☐ PC Reform			
		] Siam System				ım/Astrux Syste	em	
		Data Surfing			☐ Toss Syste			
		- 						
		previous user/l.C		-	current user/f.D N			
		File Server Drive (spe	cify)		(purpose)			
_		Transfer of PC from	dep't		to dep't	<del></del>	<del></del> -	
		Software	_: £ .\					
	<sub>18</sub> 41		cify)	TRANSFER EMAIL	(purpose)			
		Others (spe						
		(Sele	_		Select from 1, 2, 3			
		Reason for Applica		C0595 EMAIL ('qa.mu.	oh@toyoflex.com')	NEED TO TRA	ANSFER	
		TO TFXC0688 USI	ER JESSA MI	ESA QC MU.				
		Policy Validity Po	eriod Date	From ( yyyy/mm/dd)	Date	To (yyyy/mm/d	d)	
		Note: De not fill-up Validity F	orlod II Permanent	1/1/		, <u>, , , , , , , , , , , , , , , , , , </u>	<del></del> J	
		Requests Perform	ed by:	SUSETTA B. SURBANO	202: Date and	7 - 02-09   1 I Time of Execu	i: IIAM ution	
	Document No.	TCF-G022	Ver. 3	TOYOFLE	CESU CORPORATION		Relention Period	•
	Effectivity Date	2021-04-15	Prepared by: SUSETTE SURB.	Checked by:  AND REY DAGATAWAMADITO	Approved by: ORTIZANO TAKAF	UMI MATSUNAGA	2 YEARS	
		1	1		<u></u>	··	<u> </u>	

<u>.</u>				-	Date of Requ 2022-02-		
				2022 2.04 IGMATURE Dervisor/Manager	Japanese D	Maruni 2000.	24
Name:	JOAN GLO	RIA					
I.D No.	5799		<del></del>				
PC Name/No:	PC.40		<del></del>				
Div/Dep't:	QA/QC	CPP	<del></del>				
Type of Install	alion	(Entry) (For Install)	[文] (Exit) (For Deletion)				1
	R-Pics System	(i or matan)	(FOI DEIGHOIT)				-
	Cybozu/Garoon				Network		
🖒	E-Mail			□ LAN Cabi	e Assembly/Insta	llation	
	Active Directory			☐ PC Reform		<del> </del>	
	Slam System			☐ Document	ium/Astrux Syster	m)	
	Data Surfing			Toss Syste	em		
	Change-of-PC-User	- ·- ·		SAP			
	previous user/l.D			_current user/I.D N	lo.:	<del></del>	
	File Server Drive (spec	cify)		(purpose)	<del></del>	<del></del>	ļ
	Transfer of PC from o	dep't		_ to dep'l			
	Software (spec	cify)		(purpose)			
	Others (spec	cify)					
	Firewall Policy (Sele	ct Policy Le	evel Number) ( )	Select from 1, 2,	3, 4	-	
1	Reason for Applica	tion FOR	R DELETION TO PO	40 ONLY			
-	DUE TO TE	RANFERRI	ING THE EMAIL TO	QC STAFF ROS	SELYN SAYSO	N	
	Policy Validity Pe	riod Dat	te From ( yyyy/mm/dd)	Date	∍ To (yyyy/mm/do	d)	
	Note: Do not fili-up Validity Po	eriod if Permanent				I	
	Requests Performe	ed by:S	SUSET/EB/SURBANC		-D2-D9    nd Time of Execu	tion	
Document No.	TCF-G022	Ver. 3		EX CEBU CORPORATIO	N	Retention Period	
Effectivity Date	2021-04-15	Prepared by: SUSETTE SURI	Checked by: BANO REY DAGATAN/AMADIT	Approved by:	FUMI MATSUNAGA	2 YEARS	

				<del></del>	Date of Requ 2022-02-		
				NATURE 2.04	Japanese D	Myun 1 11, 7 Aprum 1 1 11, 7 Apartment Manager	4
Name:	ROSELYN	SAYSON					
I.D No.	10995	5					
PC Name/No	TFXC059	5	<del></del>				
Div/Dep't:	QA/QC	CPP	<del></del>				
Type of Insta	llation	(X.) (Entry) (For Install)	(Exit)	<del></del>			7
	R-Pics System						1
1	Cybozu/Garoon			☐ Wireless	Network		
4	E-Mail			☐ LAN Cabl	e Assembly/Insta	llation	5
	Active Directory			☐ PC Reform	nat		
	Siam System	•		☐ Document	lum/Astrux Syste	m	
	Data Surfing			☐ Toss Syst	em		
 ļ	-Change of PC User			□.SAP			
	previous user/l.D	No.:		current user/I.D N	No.:	<del></del>	
	File Server Drive (spe	cify)		(purpose)	<del></del> .	<u></u>	
	Transfer of PC from	dep'l		to dep't			
	Software (spe	cifv)		(purpose)			
4	Others (spe	-	TRANSFER EMAIL		·		
	Firewall Policy						
	(Sele		evel Number) ( )	Select from 1, 2,	-		
	Reason for Applica		40 EMAIL 'qa.car.ph@t	oyoflex.com' TRA	NSFER TO TFX	C0595	
	ROSELINGA	130N QC 3	INC.				
	Policy Validity Po	eriod <u>Da</u>	te From ( yyyy/mm/dd)	Date	e <b>To (</b> yyyy/mm/d	d)	
	Note: Do not fill-up Validity P	criod If Permanent		l <u>L.</u>			
	Requests Perform	ed by:	SUSETTE A SURBANO		nd Time of Execu		
Document No.	TCF-G022	Ver. 3	TOYOFLE	X CEBU CORPORATIO	DN	Retention Period	
Effectivity Date	2021-04-15	Prepared by: SUSETTE SUR	Checked by: RBANC REY DAGATAN/AMADIT	Approved by:	AFUMI MATSUNAGA	2 YEARS	

						_	2022-02-		
					3073-03 SIGNATURE Local Supervisor		Japanese D	Separtment Manager	2.1
	Name:	CAIDSWI	ROPE						
	I.D No.	N/A		<del></del>					
	PC Name/No	CTFXC	0812						
	Div/Dep't;	QA/Q	C WIRE F	ROPE					
	Type of Insta	llation	(Entry	/) (E	ixit)		·		-
		R-Pics System		(4.0)	<u></u>		<del></del>	<del></del>	-
		Cybozu/Gardon			Ε	□ Wireless N	letwork		
		] E-Mail				⊐ LAN Cable	Assembly/Insta	llation	
_		Active Directory		<del> </del>	Ē	DPC Reform	at		<del> </del>
		Slam System				⊐ Documentı	ım/Astrux Syste	m .	
		Data Surfing				☐ Toss Syste	m		
		l-Change of PC Use		<del></del>		□ SAP			
		Transfer of PC	> C ecify) > C		S WIRE ROPE (pu	TO A		CAIDS SERVER OVEMENT	
		Software (spe	>	PTOUCH E	DITOR 5.0		PRINTING BAF	RCODE	
	· ·	Firewall Policy		y Level Numi	ber) ( ) Selec	ct from 1, 2, 3	3, 4		
		Policy Validity P		-	( yyyy/mm/dd)	Date	To (yyyy/mm/d	d)	!
		Requests Perform	ied by: <u></u>	TON RUGH	H AEWIDD WIBER		14 , Jo:00 , d Time of Execu	<del></del> !	
	Document No.	TCF-G022	Ver.	3	TOYOFLEX CEBL	U CORPORATION	ı	Relention Period	ı
			Prepared by		Checked by:	Approved by:			

				· · · · · · · · · · · · · · · · · · ·	Date of Reque 2022-02-02	
			Local	200 2 2 2 Supervisor/Manager	A!	SNATURE 20 72 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2
Name:	QA DOCUMENTUM	11				
I.D No.	N/A					
PC Name/No:	: TFXC0813					
Div/Dep't:	QA/QC					
Type of Instal		(Entry) (For Install)	(Exit) (For Deletion)			
ŀ	R-Pics System Cybozu/Garoon			☐ Wireles	ss Network	
	] E-Mail			☐ LAN C	able Assembly/install	ation
_	Active Directory			☐ PC Ref	format	
	] Siam System			☐ Docum	entum/Astrux System	n
	Data Surfing			☐ Toss S	ystem	
	Change of PC User previous user/I.D	No.:		SAP current user/l.l	D No.:	
区	l File Server Drive (spe	cify) <u>QA/QC</u>	C, DCC, DDC	(purpose)		
	Transfer of PC from	dep't		to dep't		
	l Software (spe	cify)		(purpose)		
	Others (spe	cify)				
	Firewall Policy (Sele Reason for Applica	-	el Number) ( ) be able to ac	Select from 1, LESS TIKS IN QA		
	Policy Validity Pe		From (yyyylmml	dd)	Date To (yyyy/mm/d	d)
	Requests Perform	ed by: World	NOUTE ACU. IT MEMBER	PO <u>2022</u> Dat	~ 01-702_ e and Time of Execu	ution
Document No.	TCF-G022	Ver. 3	тс	DYOFLEX CEBU CORPOR	ATION	Retention Period
Effectivity Date	2021-04-15	Prepared by: SUSETTE SURBA	Checked by: NO REY DAGATAN/A	Approved E	DY: TAKAFUMI MATSUNAGA	2 YEARS

				_1	Date of Reque	est
			Local Supe	April 16	Japanese De	DOLL . 7.7
Name:	Alma Omo	nndac				
I.D No.	8065	<del></del>				
PC Name/No:	TFX60623	<u></u>				
Div/Dep't:	Q+/6C					
Type of Install	ation	(Entry) (For Install) (For	(Exit)			
	R-Pics System		<u>,                                      </u>			
	Cybozu/Garoon				Network	
	E-Mail		•	☐ LAN Cab	ie Assembly/Instal	lation
	Active Directory			☐ PC Refor	mat	
	Siam System			☐ Documen	tum/Astrux Syster	m
	Data Surfing			☐ Toss Sys	tem	
	Change of PC User previous user/l.D			☐ SAP _current user/l.D	No.:	
	File Server Drive (spe	cify)		_ (purpose)		
	Transfer of PC from	dep't	****	_ to dep't		
	Software (spe	WA C	S TEAMS	_ (purpose)		
	Others (spe	cify)	14/11/12			<del></del>
	Firewall Policy (Sele Reason for Applica	ect Policy Level N	umber) ( )	Select from 1, 2	2, 3, 4	
	Policy Validity Po		om (yyyy/mm/dd)	Da	te To (yyyy/mm/d	d)
	Requests Perform		THE SURPLAN		U -07-08 and Time of Exec	
Document No.	TCF-G022	Ver. 3		EX CEBU CORPORATI	ON	Retention Period
Effectivity Date	2021-04-15	Prepared by: SUSETTE SURBANO	Checked by: REY DAGATAN/AMADIT	Approved by:	KAFUMI MATSUNAGA	2 YEARS

					Date of Requ 2022-02-		
				NATURE HATURE Prvisor/Manager	Japanese E	JONATURE DEPARTMENT Manager	.//
Name:	CAIDSCP	Р					
I.D No.	N/A	<del></del>					
PG Name/No	TFXC	0809					
Div/Dep't:	QA/Qi	C CPP					
Type of Instal	lation	(Entry) (For Install)	(Exit) (For Deletion)		<del></del>		
	R-Pics System		,	<del></del>		<u>-</u>	1
	Cybozu/Garoon			☐ Wireless N	elwork		
	E-Mail			☐ LAN Cable	Assembly/Insta	llation	
	Active Directory			☐ PC Reform	at		ļ
	Siam System			☐ Documentu	m/Astrux Syste	m	
	Data Surfing			☐ Toss Syste	m		
 	Change of PC User	· <del>····································</del>	,	SAP			
	previous user/I,D	No.:		current user/I.D No	o.:		<u> </u> .
			SICAIDS CAR PARTS	(purpose) <u>FOR</u>	CCESS THE C	AIDS SERVER DVEMENT	
	Transfer of PC from	d = 1.1s	<del></del>	to dep't	<del></del>		
	Software (spe	cify)		(purpose)			
	Others (spe	cify)	····	<del></del>		<del></del> -	
	Firewall Policy (Sele	ct Policy Leve	l Number) ( )	Select from 1, 2, 3	l, 4		
	Reason for Applica	ntion			· · · · · · · · · · · · · · · · · · ·		
-	Policy Validity Pe		From ( yyyy/mm/dd)	Date	To (yyyy/mm/do	 	
	Note: Do not 68-up Validity P	eriod if Permanent	A	•			
	Requests Perform	ed by: UHan	HOUE AGUIPO		44 · 10:6		
Document No.	TCF-G022	Ver. 3	TOYOFLEX	CEBU CORPORATION		Retention Period	
Effectivity Date	2021-04-15	Prepared by:	Checked by:	Approved by:		2 YEARS	

							_	Date of Reque 2021-10-28	st
						2021. 11. 0 SIGNATURE Supervisor/N		Japanese De	NATURE PW 1 () partment Manager
Name:	QA/QC CAR PARTS								
I.D No.	N/A								
PC Name/No:	PC-40								
Div/Dep't:	QA/QC								
Type of Install:		(Entry (For Ins		(Exit) For Deleti	on)				
	R-Pics System								
	Cybozu/Garoon							s Network	
	E-Mail							ble Assembly/Installa	ation
	Active Directory						☐ PC Refo		
	Siam System						□ Docume	entum/Astrux System	l
	Data Surfing						□ Toss Sy	rstem	
	Change of PC User previous user/l.D	No.:			•		□ SAP nt user/I.D	) No.:	
	File Server Drive (spe	cify)				(pu	ırpose) _		
	Transfer of PC from	dep't	<u> </u>			to	dep't _		
	Software (spe	cify)				(рі	ırpose) _		<u>-</u>
	Others (spe	cify) .							<del></del>
	Firewall Policy (Sele	ct Polic	y Level	l Number)	( )	Sele	ct from 1,	2, 3, 4	
	Reason for Applica	•					x.com) to QA	/QC Car parts PC.	
	Policy Validity P	eriod	Date	From (y	/yy/mm/	dd)		Date To (yyyy/mm/d	d)
	Note: Do not fill-up Validity	Period if Peri	nanent	1		_			
<del>- "</del>	Requests Perform	ed by: \	Hen f	THEM!	AUW. BER	P	% <b>21.</b> -	- 10-28 e and Time of Exec	ution
Document No.	TCF-G022	Ver.	3		TO	DYOFLEX CE	BU CORPOR	ATION	Retention Period
Effectivity Date	2021-04-15	Prepared	by: TE SURBA		ecked by: DAGATAN/	AMADITO ORTI	Approved I	DY: TAKAFUMI MATSUNAGA	2 YEARS

					_	Date of Reque 2022-03-15	st
				Sign Local Supe	LATURE 3.17 rvisor/Manager	Japanese De	Hartine M. 2.
Name:	Mariz T. Conson						:
I.D No.	009278						
PC Name/No	:TFXC0624		_				
Div/Dep't:	QA/QC/Incoming I	nspection					
Type of Insta	<u>llation</u>	(Entry) (For Install)	(Exit) (For Delet				
	R-Pics System						
	l Cybozu/Garoon				Wireless	Network	
_	] E-Mail				☐ LAN Cat	ie Assembly/Install	ation
	Active Directory				☐ PC Refo	rmat	
	] Siam System				☐ Docume	ntum/Astrux Systen	1
	Data Surfing				☐ Toss Sys	stem	
	Change of PC Use previous user/I.I	er O No.: <u>008</u>	201		SAP , current user/I.D	No.: 009278	
	l File Server Drive (sp	ecify)			(purpose)		
	Transfer of PC from	dep't			to dep't		
		ecify)	•.		(purpose)		
		ecify)					
		•	evel Number		Select from 1, 2	2, 3, 4	
	Reason for Applic		CHANGE				
		Previous us	ser transfer to	DCC Factor	ry 1		
	Policy Validity F	Period Da	ate From (yy	/yy/mm/dd)		ate To (yyyy/mm/do	(t)
	Note: Do not fill-up Validity	Period If Permanent			J		
	Requests Perform	ned by: _ S\	isene sur It memi	DAND BER	Date :	and Time of Execu	rtion
Document No.	TCF-G022	Ver. 3		TOYOFL	EX CEBU CORPORAT	TION	Retention Period
Effectivity Date	2021-04-15	Prepared by:		cked by:	Approved by: O ORTIZANO TA	KAFUMI MATSUNAGA	2 YEARS



					Date of Requ 2022-03-28	
				202 3.28 NATURE 3.28 ervisor/Manager	Japanese (	Margag 1 . Dr. 2) epartment Manager
Name:	QA DOCUMENTUM	<u>A</u>	_			
I.D No.	N/A		_			
PC Name/No	: TFX CO813		_			
Div/Dep't:	QA/QC		_			
Type of Instal	llation	(Entry) (For install)	(Exit) (For Deletion)			
	Cybozu/Garoon			Wireless N	letwork	
	] E-Mail			☐ LAN Cable	: Assembly/Install	ation
	Active Directory			☐ PC Reform	-	
	] Siam System			Document	um/Astrux Systen	1
	Data Surfing			☐ Toss Syste	em	
	Change of PC User previous user/I.D			SAP current user/I.D N	o.:	
	l File Server Drive (spe	ecify)		(purpose)	···	
	Transfer of PC from	dep't		to dep't	···-	<u></u>
	Software (spe	cify)		(purpose)		
	Others (spe Firewall Policy (Sele	·	el Number) ( )	Select from 1, 2,	3, 4	<del></del>
	Reason for Applica	ation <u>Vas</u> -	this email will be used	ter regionation	to Down	ahını
II	ga, ddc3. pn				·	
	Policy Validity Po	eriod Date	From (yyyy/mm/dd)	Date	e To (yyyy/mm/do	<del></del>
	Note: Do not fill-up Validity I	Period if Permanent		)		J
	Requests Perform	ed by:	IT MEMBER		ひっつっ〜2 nd Time of Execu	
Document No.	TCF-G022	Ver. 3		EX CEBU CORPORATIO	N .	Retention Period
Effectivity Date	2021-04-15	Prepared by: SUSETTE SURBA	Checked by: NO REY DAGATAN/AMADITO	Approved by:  O ORTIZANO TAKA	FUMI MATSUNAGA	2 YEARS

					Date of Reque 2022-07-06	st
			DENNIS, Local Supe	2022 F. 7. 06 Tryisor/Manager	Japanese De	MATTHE N.76
Name:	ROSELYN S	AYSON	_			
I.D No.	10995	5	_			
PC Name/No:	TFXC05	95	_			
Div/Dep't:	QC-CARP/	ARTS	-			
Type of Install	ation	(Entry) (For install)	(Exit) (For Deletion)			
	R-Pics System					
	Cybozu/Garoon			☐ Wirele	ess Network	
	E-Mail			□ LAN C	Cable Assembly/Installa	ition
	Active Directory			☐ PC Re	eformat	
	Siam System			☐ Docur	mentum/Astrux System	
	Data Surfing			☐ Toss	System	
	Change of PC User previous user/I.D	No.:		SAP current user/l	.D No.:	
520	File Server Drive (spec		SICAST CHECKSHEET DSICAIDS CAR PARTS	(purpose)	TO ACCESS THE CAIDS CPP S	YSTEM
	Transfer of PC from (	dep't		to dep't		
	Software (spe-	cify)		(purpose)		7.0
	Others (spe-	cify)				
	Firewall Policy (Sele	ct Policy Leve	el Number) ( )	Select from	1, 2, 3, 4	
	Reason for Applica	ntion				
	Policy Validity Pe		e From ( yyyy/mm/dd)		Date To (yyyy/mm/do	 D
	Requests Perform		AH di : UJMEMBER		ZOVLー のテータチ ite and Time of Execu	tion
Document No.	TCF-G022	Ver. 3		EX CEBU CORPO		Retention Period
Effectivity Date	2021-04-15	Prepared by: SUSETTE SURB	Checked by: ANO REY DAGATAN/AMADIT	Approved O ORTIZANO	TAKAFUMI MATSUNAGA	2 YEARS

						Date of Reque	st
						2022-07-06	
					is BENNALES . 0 ( VATURE  ervisor/Manager	/ / ///s/s	NA VINE 7 6 partment Marlager
Name:	MARIA NEN	A TILLO					
I.D No.	7084		_				
,			_				
PC Name/No:							
Div/Dep't:	QC-CARP	AKIS	_				
Type of Install	ation	(Entry) (For Install)	(Exit) (For Deletion	nn)			
	R-Pics System		,				
	Cybozu/Garoon				☐ Wirele	ess Network	
	E-Mail				□ LAN C	Cable Assembly/Installa	tion
⊋	Active Directory				□ PC Re	eformat	
	Siam System				☐ Docur	nentum/Astrux System	
	Data Surfing				☐ Toss S	System	
nd n	Change of DC Lines				☐ SAP		
٠	Change of PC User previous user/I.D	No.:L	ILIBETH MEND	EZ/8842	_current user/I	.D No.: MARIA NENA TIL	LO/7084
[3]	File Server Drive (spe		AIDS\CAST CHEC		_ (purpose)	TO ACCESS THE CAIDS CPF	SYSTEM
	Transfer of PC from	dep't			_ to dep't		
	Software (spe	cify)		<u></u>	(purpose)		· 
	Others (spe	cify)					
	Firewall Policy (Sele Reason for Applica		vel Number)	( <b>3</b> ()	Select from	1, 2, 3, 4	
	Policy Validity Pe	eriod Da	te From ( yyy	y/mm/dd)		Date To (yyyy/mm/dd	)
	Note: Do not fill-up Validity I	Period if Permanent					
	Requests Perform	ed by:	T MEMBI	≣R		OVL- 0午 - 0Դ- ite and Time of Execu	tion
Document No.	TCF-G022	Ver. 3		TOYOFL	EX CEBU CORPO	RATION	Retention Period
Effectivity Date	2021-04-15	Prepared by: SUSETTE SUR		ked by: GATAN/AMADIT	Approved O ORTIZANO	by: Takafumi matsunaga	2 YEARS

				-	Date of Reque 2022-07-06	st ———
				2022. 7. 06 BERNALES VISOr/Manager	Japanese De	Artyle DV VI.
Name:	MILROSE BAT	ΓΑΥΟLA	_			
.D No.	8829		<del>-</del>			
PC Name/No:	TFXC06	98	<b></b> -			
Div/Dep't:	QC-WIRE F	ROPE	-			
Type of Install		☑ (Entry) (For Install)	(Exit) (For Deletion)			
	R-Pics System					
	Cybozu/Garoon			☐ Wireles	s Network	
	E-Mail			☐ LAN Ca	ble Assembly/Installa	tion
	Active Directory			☐ PC Ref	ormat	
	Siam System			☐ Docum	entum/Astrux System	
	Data Surfing			☐ Toss Sy	/stem	
☑	Change of PC User previous user/I.D	No.: JES	SSICA REGALA / 9377	SAP Current user/l.[	) No.: <u>MILROSE BATA</u>	YOLA / 8829
(V)	File Server Drive (spec		S\CAST CHECKSHEET, DS\CAIDS WIREROPE		TO ACCESS THE CAIDS W	R SYSTEM
	Transfer of PC from of	dep't		to dep't		
	Software (spec	cify)	***************************************	(purpose)		
	Others (spec	cify)				
	Firewall Policy (Selection (Selection)) (Season for Applica		el Number) ( )	Select from 1,	2, 3, 4	
	Policy Validity Pe		e From (yyyyimmidd)		Da <b>te To</b> (yyyy/mm/dd	)
	Note: Do not fill-up Validity P	<u> </u>	IT MEMBER		Oハ2 - CラーOり e and Time of Execu	
ocument No.	TCF-G022	Ver. 3	TOYOFLI	EX CEBU CORPOR	ATION	Retention Period
Effectivity Date	2021-04-15	Prepared by: SUSETTE SURB	Checked by: ANO REY DAGATAN/AMADITO	Approved b	y: FAKAFUMI MATSUNAGA	2 YEARS
		·				

					Date of Request 2022-07-06
			Local	DENNIS BERGATURE 7.06 SIGNATURE Supervisor/Manager	Signarder VI 2
Name:	JOAN GLO	ORIA	-		
I.D No.	5799				
PC Name/No:	TFXC00	62	-		
Div/Dep't:	QC-CARPA	ARTS	-		
Type of Installa		☑ (Entry) (For Install)	(Exit) (For Deletion)		
	R-Pics System				
	Cybozu/Garoon			☐ Wireless N	letwork
	E-Mail			LAN Cable	Assembly/Installation
	Active Directory			☐ PC Reform	nat
	Siam System			☐ Document	um/Astrux System
	Data Surfing			☐ Toss Syste	em
	Change of PC User previous user/I.D	No.:		☐ SAP current user/l.D N	o.:
[37]	File Server Drive (spec	CAI	DS\CAST CHECKSHEE	T, / S (purpose)	TO ACCESS THE CAIDS CPP SYSTEM
	Transfer of PC from 6	dep't		to dep't	
	Software (spec	cify)		(purpose)	<del></del>
	Others (spec	cify)			
	Firewall Policy (Sele Reason for Applica		el Number) ( )	Select from 1, 2,	3, 4
-					
-	Policy Validity Pe	eriod Date	e From ( yyyy/mm/	dd) Dai	re To (yyyy/mm/dd)
	Note: Do not fill-up Validity F	Period if Permanent		<u> </u>	
	Requests Performe	ed by:	THEMBER		<b>Q</b> −0∩−0∩ nd Time of Execution
Document No.	TCF-G022	Ver. 3	т	DYOFLEX CEBU CORPORATIO	ON Retention Period
Document No.					

							Date of Reque 2022-07-06	st
						IIS BERNALES 0 6 ATURE rvisor/Manager	Japanese De	Maruel 11:57
Name:	REYNAN B	IÑAN		_				
I.D No.	10881			_				
PC Name/No:	TFXC05	16		_				
Div/Dep't:	QC-WIRE F	ROPE		-				
Type of Install		☑ (Entry (For Ins		(Exit)	on)			
	R-Pics System							
	Cybozu/Garoon					☐ Wirele	ess Network	
. 🗆	E-Mail					□ LAN (	Cable Assembly/Installa	ation
	Active Directory					☐ PC R	eformat	
	Siam System					☐ Docu	mentum/Astrux System	l
	Data Surfing					☐ Toss	System	
	Change of PC User previous user/I.D	No.:				SAP	I.D No.:	<u> </u>
[3]	File Server Drive (spe	cify) _		SICAST CHE DSICAIDS W		(purpose)	TO ACCESS THE CAIDS W	R SYSTEM
	Transfer of PC from (	dep't				to dep't		
	Software (spec	cify) _	<del></del>			(purpose)		
	Others (spec Firewall Policy (Sele		y Leve	el Number)	( )	Select from	1, 2, 3, 4	
	Reason for Applica	ntion						
	Policy Validity Pe	[		e From (yyy	ry/mm/dd)		Date To (yyyylmmidd	d)
	Note: Do not fill-up Validity F		ament T	Т МЕМВ	ER		ZONー のトーのト ate and Time of Execu	ution
Document No.	TCF-G022	Ver.	3			EX CEBU CORPO		Retention Period
Effectivity Date	2021-04-15	Prepared SUSET1	by: [E SURB		ked by: AGATAN/AMADIT	Approve O ORTIZANO	d by: TAKAFUMI MATSUNAGA	2 YEARS

							Date of Reques 2022-07-06	st
					DENNIS BESN Local Super	282 7.06 visor/Manager	2 /sto	ATUS 2011. 7.6
Name:	ALNIE PUD	POD						
I.D No.	5748			-				
PC Name/No:	TFXC066	60		_				
Div/Dep't:	QC-WIRE R	ROPE		-				
Type of Installa		(Entry (For Ins		(Exit)	on)			
	R-Pics System  Cybozu/Garoon					□ Wirele	ess Network	
	E-Mail					<u> </u>	Cable Assembly/Installa	tion
	Active Directory					□ PC Re	•	
i	Siam System					☐ Docur	mentum/Astrux System	
	Data Surfing					☐ Toss :	System	!
	Change of PC User previous user/I.D	No.:				☐ SAP	.D No.:	
(VI	File Server Drive (spec	cify) _			CKSHEET, CIREROPE	(purpose)	TO ACCESS THE CAIDS WI	R SYSTEM
	Transfer of PC from of	dep't				to dep't		
	Software (spec	cify) _		·		(purpose)		
	Others (spec	cify) _				<del></del>		<del> </del>
	Firewall Policy (Select Reason for Applica		y Lev	el Number)	( )	Select from	1, 2, 3, 4	· 
	Policy Validity Pe	[		e From (yy	/y/mm/dd)		Date To (yyyy/mm/do	1)
	Requests Perform	<u></u>		T MEMB	ER		VM~O~-O ℉ ate and Time of Execu	ntion
Document No.	TCF-G022	Ver.	3	Cho		EX CEBU CORPO		Retention Period
Effectivity Date	2021-04-15	Prepared SUSET	by: TE SURB		cked by: AGATAN/AMADIT	Approved O ORTIZANO	TAKAFUMI MATSUNAGA	2 YEARS

					Date of Reques	st
					2022-07-06	
				NIS BERNALES SIGNATURE Upervisor/Manager	Japanese Dep	INTURE 2027, parkment Manager
Name:	DRONALD JOHN BI	ESIATA	_			
.D No.	11832		_			
PC Name/No:	TFXC0593		_			
Div/Dep't:	QUALITY ASSURAN	NCE	_			
		<b>7</b>				
Type of Installa		(Entry) (For Install)	(Exit) (For Deletion)			
	R-Pics System					
	Cybozu/Garoon				ss Network	
	E-Mail				able Assembly/Installa	tion
	Active Directory			□ PC Re		
	Siam System				nentum/Astrux System	
لبا	Data Surfing			☐ Toss S	system	
$\square$	Change of PC User previous user/I.D	No.: TFC1	0192	SAP current user/l.	D No.: TFC11832	
Ø	File Server Drive (spe	cify) awac, E	DCC, DDC, QMS, DOCSTM	(purpose)	NEW QMS & DCC IN-CHARGE	
	Transfer of PC from	dep't		to dep't		
	Software (spe	cify)		(purpose)		
Z	Others (spe	cify) wifi con	NECTION			
			rel Number) (3 ) <sup>3</sup> 7	Select from	1, 2, 3, 4	
	Reason for Applica		MS & DCC IN-CHARGE			
-	email: 997avaicy	10901 62	,, 00,11			
•	Policy Validity Pe	eriod Dat	te From ( yyyy/mm/do	d)	Date To (yyyy/mm/dd	)
	Note: Do not fill-up Validity I	Period if Permanent			<u></u> .	
	Requests Perform	ed by:	TIT MEMBER		<b>ル- 0</b> → <b>- o'</b> → nte and Time of Execu	rtion
Document No.	TCF-G022	Ver. 3	тоу	OFLEX CEBU CORPO	RATION	Retention Period
	2021-04-15	Prepared by:	Checked by:	Approved	by: Takafumi matsunaga	2 YEARS

			Date of Request 2022-05-10			
			<i>S</i> k	in N. Cape on N. Cape ervisor/Manager		SUKE SATO GMATURE epartment Manager
Name:	Aubrey Kayne Bating	ıal	-			
I.D No.	008805		-			
PC Name/No	<u>;</u>		<u>-</u>			
Div/Dep't:		WW.	-			
Type of Insta		(Entry) (For Install)	(Exit) (For Deletion)			
	R-Pics System					****
	Cybozu/Garoon			☐ Wireless N	etwork	
□ E-Mail				LAN Cable	Assembly/Insta	llation
	Active Directory		☐ PC Reformat			
	Siam System		☐ Documentum/Astrux System			
	Data Surfing		☐ Toss System			
	Change of PC User previous user/I.D f	No.:	☐ SAPcurrent user/i.D No.:			
	File Server Drive (spec	ify)		_ (purpose)		
	Transfer of PC from d	ep't	· · · · · · · · · · · · · · · · · · ·	to dep't		
	Software (speci	ify)		(purpose)	- MTTAS.	<del></del>
	Others (speci Firewall Policy (Select		rel Number) ( )	Select from 1, 2,	3, 4	
			ation of LAN Cable Ass	sembly since we ma	ke a temporary	<del></del>
	Policy Validity Pel		From ( yyyy/mm/dd)	Date	To (yyyy/mm/d	d)
<u>-</u>	Requests Performe		MA Sodo Ja	MC)  Date and	d Time of Exec	ution
Document No.	TCF-G022	Ver. 3	TOYOFL	EX CEBU CORPORATION	Į	Retention Period
Effectivity Date	2021-04-15	repared by:	Checked by:	Approved by:	EL BAR ATATOLINIA C. A	2 YEARS