

GA Division	<b>COMPUTER ASSESSMENT &amp; RECOMMENDATION</b>		TMF-G0059
IT	<b>FORM</b>		Version 1.00

  

DIVISION: Production

DEPARTMENT: M-PRO

PC NO. TFX0741

NAME OF USER: Bryan Arendain

ID NO. 010861

DATE: 2023-12-18

  

Unit Type:    ☒ Laptop    ☐ Desktop

  

CURRENT STATUS: The monitor has no display and is damaged. We already checked and troubleshooted, but it is still on the black-screen display. It needs to be replaced with a new laptop.

  

RECOMMENDATIONS: I recommend to change the laptop. Since, we have a spare laptop from a resigned employee, we can provide a replacement for it.

  

2023-12-20

**Signature of User/ Date**

  

CHECKED BY:

**Signature**

NAME: SUSETTE SUMBANDO

POSITION:    ☒ IT STAFF    ☐ IT TECHNICIAN

DATE: 2023-12-18

VERIFIED BY:

**Signature**

NAME: Rey Dagatan

POSITION: IT Sup.

DATE: 2023-12-19

\*It is permitted to use this form in both electronic and hard copy.

\*The user have to check and compare versions, effective date and sub master information before printing.