

IT Installation/ Repair Request Form

Date of Request

2022-09-01

MARIO BERGANCIA
SIGNATURE

Local Supervisor/Manager

YUJI INABA
SIGNATURE

Japanese Department Manager

Name: NEKO G. ERABON

I.D No. 8579

PC Name/No: TFXC0286 (Solidworks Station 3)

Div/Dep't: PE-PMD

Type of Installation

☒ (Entry)
(For Install) ☐ (Exit)
(For Deletion)

☐ R-Pics System

☐ Cybozu/Garoon

☐ E-Mail

☒ Active Directory

☐ Siam System

☐ Data Surfing

☒ 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

(specify) Creativity Slicer (purpose) 3D Printer Software

☒ Others

(specify) Enable USB ports of TFXC0286 for external storage

☐ Firewall Policy

(Select Policy Level Number) () Select from 1, 2, 3, 4

Reason for Application For PE-PMD 3D Printer. Software will be used to convert CAD Model. USB port access is needed to allow file transfer via SD Card to 3D Printer

Policy Validity Period

Date From (yyyy/mm/dd)

Date To (yyyy/mm/dd)

Note: Do not fill-up Validity Period if Permanent

Requests Performed by: SUSETTE SURBANO
IT MEMBER

2022-04-01
Date and Time of Execution

Document No.	TCF-G022	Ver.	3	TOYOFLEX CEBU CORPORATION	Retention Period
Effectivity Date	2021-04-15	Prepared by:	Checked by:	Approved by:	2 YEARS
		SUSETTE SURBANO	REY DAGATAN/AMADITO ORTIZANO	TAKAFUMI MATSUNAGA	