|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **COLEGIO NUESTRA SEÑORA DE LA ANUNCIACIÒN** |  | CODIGO | PGD-FR-12 | PAGINA 1 DE 2 |
| **PROCESO GESTION DIRECTIVA** | FECHA REVISION | 10/05/2020 |
| **HOJA DE VIDA EQUIPOS** | VERSION | 2 |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **DATOS DEL EQUIPO** | | | | | | | | | | | | | |
| CÓDIGO | | NOMBRE MAQUINA O EQUIPO | | | FECHA DE COMPRA | | MARCA | N° DE MODELO | N° DE SERIE | | | VALOR DE COMPRA | |
|  | |  | | |  | |  |  |  | | |  | |
| UBICACIÓN Y SERVICIO | | | | | | | Proveedor de Mantenimiento | | | | | | |
| Proceso | | Servicio que presta la máquina o equipo | | | | | Nombre | Dirección | | | Teléfono | Contacto | |
|  | |  | | | | |  |  | | |  |  | |
| **DESCRIPCION DEL EQUIPO** | | | | | | | | | | | | | |
|  | Procesador GHZ | Board | Memoria RAM | Disco Duro | | CDROM/DVD | | Monitor | | Drive / Multilector | | | Teclado |
| **1** |  |  |  |  | |  | |  | |  | | |  |
| **2** |  |  |  |  | |  | |  | |  | | |  |
| **3** |  |  |  |  | |  | |  | |  | | |  |
| **4** |  |  |  |  | |  | |  | |  | | |  |
| **5** |  |  |  |  | |  | |  | |  | | |  |
| **6** |  |  |  |  | |  | |  | |  | | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **REGISTRO DEL MANTENIMIENTO** | | | | | |
| No.  Orden de Trabajo | Fecha | Detalle Actividad Realizada | Realizado por | Fecha próximo Mantenimiento | Observaciones |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

OBSERVACIONES:

“EL QUE EDUCAHUMANIZA Y EL QUE HUMANIZA EVANGELIZA”, MADRE MARIA BERENICE.