



## OFFICE 365 ACCOUNT APPLICATION FORM

<b>User Information</b>					
Name:	Jezabel E. Tapales				
Position:	TIDS-CARP				
Employment Status	Contractual				
Office/Bureau:	Department of Trade and Industry- Surigao del Norte				
Office Address:	2 <sup>nd</sup> Flr. Simtoco Bldg., Surigao City, Surigao del Norte				
Office Phone:	(086)826 2373	Mobile Phone:	09055636354	Fax No.	(086)826 2373
Applicants Signature					
Date:	09/25/2023				

<b>User's Primary Device Information:</b>			
<i>Please provide information on the machine that will be used in this Account</i>			
Computer Type: <small>(Server/Desktop/Notebook)</small>	Laptop	CPU Type: <small>(Intel i7, i5, i3 or lower)</small>	11th Gen Intel(R) Core(TM) i5-1135G7 @ 2.40GHz 2.42 GHz
Memory Capacity:	16.0 GB	Hard Disk Capacity:	1TB
Operating System:	64 bit-O.S.	MS Office Version	Windows 11 Pro
<b>User's Other Device:</b>			
	Brand	Operating System <small>(e.g. Android, Windows Phone, IOS, Others)</small>	
Mobile Phone	Samsung Galaxy A31	Android	
Tablet			
Other			

<b>Approval:</b>	
Approved by:	
Signature Approving Director/Chief	PD ARNOLD D. FAELNAR
Date:	9/25/2023

<b>SPACE FOR MIS USE:</b>	
Display Name:	
Email Account :	
Initial Password:	
Process by:	
Date Processed:	
Remarks:	



## OFFICE 365 ACCOUNT APPLICATION FORM

User Information					
Name:	Dolly N. Rosal				
Position:	Trade Indutry Development Specialist				
Employment Status	Regular				
Office/Bureau:	Department of Trade and Industry- Surigao del Norte				
Office Address:	2 <sup>nd</sup> Flr. Simtoco Bldg., Surigao City, Surigao del Norte				
Office Phone:	(086)826 2373	Mobile Phone:	09126329272	Fax No.	(086)826 2373
Applicants Signature					
Date:	9/21/23				

User's Primary Device Information:			
<i>Please provide information on the machine that will be used in this Account</i>			
Computer Type: <small>(Server/Desktop/Notebook)</small>	Desktop	CPU Type: <small>(Intel I7,I5, I3 or lower)</small>	11th Gen Intel(R) Core(TM) i5-11400 @ 2.60GHz 2.59 GHz
Memory Capacity:	8.00 GB	Hard Disk Capacity:	237 GB
Operating System:	64-bit operating system, x64-based processor	MS Office Version	MS Windows7
User's Other Device:			
	Brand	Operating System <small>(e.g. Andriod, Windows Phone, IOS, Others)</small>	
Mobile Phone	Samsung Galaxy A31	Android	
Tablet			
Other			

Approval:	
Approved by:	
Signature Approving Director/Chief	PD ARNOLD D. FAELNAR
Date:	9/21/23

SPACE FOR MIS USE:	
Display Name:	
Email Account :	
Intial Password:	
Process by:	
Date Processed:	
Remarks:	