Summary Report as from Mar 2, 2014 to Apr 2, 2014

Status Updates

Status	Total Request	Percentage
For Approval	1	4.17%
Approved	6	25%
Pending	4	16.67%
Item Release	9	37.5%
Close	4	16.67%

Department with Most Closed Request

Department	Total Request
Information Technology	4

Most Requested Item

Item	Total Request
Staedtler Eraser	3
Orion Ruler	2
Panda Ballpen	2
Lucky Me Pancit Canton	2
Telephone	2
Mongoloid Pencil	2
A2 Bond Paper	1
A2 Bond Paper	1
Pilot Ballpen	1
Lucky Me Instant Noodles	1