

## Summary Report as from Oct 21, 2017 to Nov 21, 2017

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### Status Updates

Status	Total Request	Percentage
Cancelled	17	4.7%
For Approval	36	9.94%
Approved	30	8.29%
For Release	94	25.97%
Item Released	44	12.15%
Declined	2	0.55%
Closed	139	38.4%

### Department with Most Closed Request

Department	Total Request
Human Resources	10
Quality Control Management	9
Accounts Receivable Docs	8
Administration	8
Construction Management Department(SITE)	6
Corporate Advisory and Compliance Division	6
Audit	5
AMD Prestige 1	5
Accounts Payable 2/Recovery Unit	4
Contracts	4
Customer Management Group	4
FRG - Consolidation Group	4
Marketing 5	4
MSG - Accounting Group	4

Treasury Dept - Receipt	4
FRG - Accounts Payable (Subsidiaries)	3
Management Analyst Group	3
Prime RFO	3
FRG - Gen. Accounting (Subsidiaries)	3
Accounts Receivable Rental	3
Accounts Payable 1	2
AMD Rentals	2
AMD Office of the Vice President	2
Business Research and Strategy Division	2
FRG - Payroll	2
FRG - Estate Management Group	2
Corporate Social Responsibility	2
OCOO - Strategic Planning	2
OCOO - STRATEGIC PROJECT DEVELOPMENT	2
Operation - The Cambridge Village Site	2
Landscape	2
Library	2
Management Analyst Group	1
Information Systems Management	1
Operations Audit	1
OR Archives	1
Estate Management Division	1
Financial Analyst Group	1
FRG - Gen. Accounting (Megaworld)	1
Client Relations Group	1
Compliance	1
Architecture & Planning Department	1
Asset Management Group	1
Accounts Receivable Sales	1

ProCom - Support Service & PDS	1
Project Development	1
Treasury Dept - Disbursement	1

### Most Requested Item

Item	Total Request
BOND PAPER SHORT	66
ALCOHOL	55
TAPE SCOTCH 1'	39
HP TONER 85A	38
PILOT BX-V5 SIGNPEN BLACK	33
PILOT BX-V5 SIGNPEN BLUE	30
ENVELOPE LONG	29
CORRECTION TAPE REFILL	28
NEWSPRINT SHORT	28
NEWSPRINT LONG	28
BALLPEN BLACK	24
FOLDER GREEN	23
ENVELOPE EXPANDED	21
STAPLE WIRE BIG	20
LETTER HEAD	20
EPSON BLACK INK T6641	19
PAPER CLIP SMALL	19
FASTENER PLASTIC	18
DOUBLE CLIP 1	18
CORRECTION TAPE	17
PAPER CLIP BIG	16
PILOT BX-V5 SIGNPEN RED	15
DOUBLE CLIP 3/4	15
ENVELOPE SHORT	15

TAPE MASKING 1	13
HP TONER 05A	13
FOLDER LONG	13
PENTEL PEN BLACK	13
LOG BOOK	12
RUBBER BAND SMALL	11
PILOT BX-V5 SIGNPEN PURPLE	10
PENCIL MONGOL	10
GLUE	10
PILOT BX-V5 SIGNPEN GREEN	10
FOLDER SHORT	10
STABILO ORANGE	9
STABILO BLUE	9
STABILO GREEN	9
DOUBLE CLIP 2	8
SCISSOR	8
STABILO PINK	8
BALLPEN BLUE	8
RULER	7
STABILO YELLOW	7
EPSON INK CYAN T6642	7
CARBON PAPER LONG	7
STAPLER #35	7
RUBBER BAND BIG	7
BALLPEN RED	6
HP 678 BLACK INK CARTRIDGE	6
EPSON INK YELLOW T6644	6
TRANSMITTAL SHEET	6
HP TONER 35A	5
TAPE PACKING 2'	5

EPSON INK MAGENTA T6643	5
OPTICAL MOUSE	5
HP INK 704 COLORED	5
HP INK 704 BLACK	5
STABILO VIOLET	5
PENTEL PEN BLUE	5
HP TONER 12A	4
BOND PAPER A4-70 GSM	4
LOGBOOK	3
PUNCHER	3
PENTEL PEN RED	3
PENTEL PEN WB BLACK	3
Stamp Pad Ink - Black	3
HP 678 TRI COLOR INK CARTRIDGE	2
BATTERY AAA	2
BATTERY AA	2
PENTEL PEN WB BLUE	2
TAPE DISPENSER BIG	2
A4TECH KEYBOARD	2
Stamp Pad Ink	2
PENTEL PEN WB RED	1
HP INK 920XL BLACK	1
HP INK 21 BLACK	1
HP INK 22 TRI-COLOR	1
EPSON S015632 RIBBON LX310	1
EPSON 8750 RIBBON BLACK	1
DVD-RW	1
HP INK 920XL CYAN	1
HP INK 920XL MAGENTA	1
HP TONER 305 MAGENTA	1

HP TONER 305 YELLOW	1
HP TONER 305 CYAN	1
HP TONER 305 BLACK	1
HP INK 920XL YELLOW	1
HP TONER 53A	1