

Summary Report as from May 1, 2018 to May 31, 2018

Status Updates

Status	Total Request	Percentage
Cancelled	19	4.33%
For Approval	27	6.15%
Approved	28	6.38%
For Release	97	22.1%
Pending	21	4.78%
Item Released	42	9.57%
Closed	205	46.7%

Department with Most Closed Request

Department	Total Request
Accounts Receivable Sales	16
Audit	15
Administration	11
Construction Management Department(SITE)	10
AMD Prestige 1	9
Human Resources	9
MSG - Accounting Group	9
Corporate Advisory and Compliance Division	8
AMD Rentals	8
Marketing 5	7
Quality Control Management	7
Special Project Department	7
ProCom - Support Service & PDS	6
Accounts Receivable Docs	6

Contracts	6
FRG - Gen. Accounting (Subsidiaries)	5
Management Analyst Group	5
OCOO - Strategic Planning	4
FRG - Gen. Accounting (Megaworld)	4
Asset Management Group	4
Business Research and Strategy Division	4
Accounts Payable 1	4
OR Archives	4
ProCom - Billing	3
FRG - Estate Management Group	3
FRG - Accounts Payable (Subsidiaries)	3
Operations Audit	3
FRG - Consolidation Group	2
Corporate Communication	2
Corporate Social Responsibility	2
AMD Training	2
Client Relations Group	2
Prime RFO	2
Project Research and Coordination	2
Treasury Dept - Disbursement	2
Treasury Dept - Receipt	1
Business Development and Leasing Group	1
AMD Office of the Vice President	1
Architecture & Planning Department	1
Accounts Payable 2/Recovery Unit	1
Accounts Receivable Rental	1
Design Review & Coordination	1
Management Analyst Group	1
Marketing 4	1

Most Requested Item

Item	Total Request
BOND PAPER SHORT	96
BOND PAPER LONG	76
ALCOHOL	75
PILOT BX-V5 SIGNPEN BLACK	56
CORRECTION TAPE REFILL	48
NEWSPRINT SHORT	48
TAPE SCOTCH 1'	47
PILOT BX-V5 SIGNPEN BLUE	43
HP TONER 85A	43
CORRECTION TAPE	37
FOLDER GREEN	37
NEWSPRINT LONG	33
EPSON BLACK INK T6641	33
STAPLE WIRE BIG	30
DOUBLE CLIP 1	30
BALLPEN BLACK	28
ENVELOPE SHORT	26
DOUBLE CLIP 3/4	26
PILOT BX-V5 SIGNPEN RED	26
MEMO PAD	25
ENVELOPE LONG	25
STABILO YELLOW	24
DOUBLE CLIP 2	23
PAPER CLIP SMALL	21
PENCIL MONGOL	21
STAPLER #35	21
ENVELOPE EXPANDED	19

HP TONER 05A	19
STABILO GREEN	19
FOLDER LONG	18
PILOT BX-V5 SIGNPEN PURPLE	18
BOND PAPER A4-70 GSM	18
EPSON INK MAGENTA T6643	17
LOG BOOK	16
BALLPEN BLUE	16
CALCULATOR	16
STABILO BLUE	16
PENTEL PEN BLACK	15
STABILO ORANGE	15
FASTENER PLASTIC	15
HP INK 933XL MAGENTA	14
PAPER CLIP BIG	14
LETTER ENVELOPE	14
HP INK 933XL CYAN	14
EPSON INK CYAN T6642	14
PILOT BX-V5 SIGNPEN GREEN	13
GLUE	12
TAPE MASKING 1	12
RULER	12
FOLDER SHORT	11
HP INK 933XL YELLOW	11
HP INK 932XL BLACK	10
STABILO PINK	10
STABILO VIOLET	9
PENTEL PEN BLUE	8
HP TONER 35A	8
EPSON INK YELLOW T6644	8

LOGBOOK	8
TAPE PACKING 2'	8
TRANSMITTAL SHEET	8
HP TONER 12A	8
RUBBER BAND SMALL	8
HP INK 704 BLACK	7
BALLPEN RED	7
HP 678 TRI COLOR INK CARTRIDGE	6
HP 678 BLACK INK CARTRIDGE	6
CDRW	6
CD-R	5
TAPE DISPENSER BIG	5
HP INK 704 COLORED	5
RUBBER BAND BIG	5
NOTEBOOK	4
PILOT BX-V5 SIGNPEN RED	4
EPSON 8750 RIBBON BLACK	4
OPTICAL MOUSE	4
Stamp Pad Ink - Black	3
BATTERY AAA	3
PUNCHER	3
PENTEL PEN RED	3
PENTEL PEN WB RED	3
A4TECH KEYBOARD	3
DVD-RW	2
HP INK 703 TRI-COLOR	2
HP INK 920XL YELLOW	2
CARBON PAPER LONG	2
HP INK 920XL BLACK	2
HP INK 920XL CYAN	2

HP INK 920XL MAGENTA	2
Stamp Pad Ink	1
CARBON PAPER SHORT	1
BATTERY AA	1
DVDR	1
HP INK 21 BLACK	1
FAX PAPER	1
HP INK 22 TRI-COLOR	1
HP TONER 53A	1
HP TONER 36A	1
HP INK 703 BLACK	1