

Summary Report as from Jul 4, 2015 to Aug 4, 2015

Status Updates

Status	Total Request	Percentage
Cancelled	13	6.25%
For Approval	6	2.88%
Approved	5	2.4%
For Release	15	7.21%
Pending	11	5.29%
Item Released	39	18.75%
Reject	1	0.48%
Close	118	56.73%

Department with Most Closed Request

Department	Total Request
Accounts Receivable Docs	15
FRG - Payroll	9
AMD Prestige	9
FRG - Gen. Accounting (Megaworld)	8
Accounts Receivable Rental	8
Asset Management Group	7
Treasury Dept - Receipt	7
FRG - Accounts Payable (Subsidiaries)	6
Accounts Receivable Sales	6
AMD Prominent	6
FRG - Gen. Accounting (Subsidiaries)	5
AMD Preferred	4
Customer Management Group	3

Client Relations Group	3
Administration - Materials Control and Fleet Management	3
Accounts Payable 2/Recovery Unit	3
Administration - Courier, Mailing and Logistics Management	2
Administration - Facility Management and General Services	2
Information Technology	2
OR Archives	2
Accounts Payable 1	2
Administration - Monitoring and Compliance Group	2
Office of the Controller	1
AMD Premier	1
MSG - Accounting Group	1
Treasury Dept - Disbursement	1

Most Requested Item

Item	Total Request
HP TONER 85A	64
ALCOHOL	63
BOND PAPER SHORT	53
BOND PAPER LONG	51
PILOT BX-V5 SIGNPEN BLACK	40
TAPE SCOTCH 1'	38
PILOT BX-V5 SIGNPEN BLUE	35
STAPLE WIRE BIG	30
NEWSPRINT SHORT	29
CORRECTION TAPE REFILL	29
BALLPEN BLACK	29
HP TONER 05A	26
FOLDER GREEN	25
PILOT BX-V5 SIGNPEN PURPLE	24

NEWSPRINT LONG	24
PILOT BX-V5 SIGNPEN GREEN	23
CORRECTION TAPE	19
DOUBLE CLIP 3/4"	18
BALLPEN BLUE	17
PILOT BX-V5 SIGNPEN RED	17
PENCIL MONGOL	16
LETTER HEAD	15
FASTENER PLASTIC	15
PENTEL PEN BLACK	14
BALLPEN RED	12
RUBBER BAND SMALL	12
ENVELOPE LONG	12
FOLDER LONG	11
ENVELOPE SHORT	10
CBP BOX	9
HP INK 704 BLACK	8
TAPE PACKING 2'	8
HP INK 704 COLORED	7
HP TONER 12A	7
FOLDER SHORT	6
PUNCHER	6
SCISSOR	6
HP TONER 53A	6
HP TONER 35A	6
EPSON BLACK INK	5
PENTEL PEN WB BLACK	5
TRANSMITTAL SHEET	5
CALCULATOR	4
LETTER ENVELOPE	4

PENTEL PEN RED	3
DVDR	3
PENTEL PEN WB RED	2
PENTEL PEN BLUE	2
PENTEL PEN WB BLUE	2
CARBON PAPER SHORT	2
EPSON INK CYAN	2
TAPE DISPENSER BIG	2
TRASH CAN	2
HP INK 21 BLACK	2
EPSON INK YELLOW	2
HP TONER CARTRIDGE 78A	2
EPSON INK MAGENTA	2
HP INK 22 TRI-COLOR	2
BATTERY AAA	1
HP TONER 125 CYAN	1
TAPE DOUBLE ADHESIVE WITHOUT FOAM	1
STAMP PAD INK BLUE	1
FAX PAPER	1
CARBON PAPER LONG	1
DVD	1