## Summary Report as from Nov 18, 2015 to Dec 18, 2015

## Status Updates

Status	Total Request	Percentage
Cancelled	11	5.39%
For Approval	5	2.45%
Approved	3	1.47%
For Release	83	40.69%
Pending	17	8.33%
Item Released	9	4.41%
Reject	1	0.49%
Close	75	36.76%

## **Department with Most Closed Request**

Department	Total Request
Accounts Receivable Docs	14
AMD Prestige	10
FRG - Gen. Accounting (Subsidiaries)	5
Accounts Receivable Sales	4
Accounts Payable 1	4
Treasury Dept - Receipt	4
Administration - Courier, Mailing and Logistics Management	3
OR Archives	3
FRG - Payroll	3
Asset Management Group	3
AMD Rentals	2
MSG - Accounting Group	2
Accounts Payable 2/Recovery Unit	2

Accounts Receivable Rental	2
FRG - Consolidation Group	2
FRG - Accounts Payable (Subsidiaries)	2
Administration - Materials Control and Fleet Management	1
Customer Management Group	1
Management Information Group	1
Administration - Monitoring and Compliance Group	1
AMD Premier	1
White OR	1
Information Technology	1
Library	1
AMD Preferred	1
Treasury Dept - Disbursement	1

## **Most Requested Item**

Item	Total Request
HP TONER 85A	23
BOND PAPER LONG	23
BOND PAPER SHORT	23
ALCOHOL	21
BALLPEN BLACK	17
STAPLE WIRE BIG	16
PILOT BX-V5 SIGNPEN BLACK	16
NEWSPRINT LONG	15
NEWSPRINT SHORT	15
PILOT BX-V5 SIGNPEN BLUE	14
PILOT BX-V5 SIGNPEN GREEN	14
CORRECTION TAPE	13
HP TONER 05A	13
MEMO PAD	10

	1
DOUBLE CLIP 1	10
PENTEL PEN BLACK	10
STAPLER #35	10
ENVELOPE LONG	10
DOUBLE CLIP 3/4	9
PILOT BX-V5 SIGNPEN PURPLE	9
FOLDER GREEN	8
PILOT BX-V5 SIGNPEN RED	8
FASTENER PLASTIC	8
SCISSOR	8
PAPER CLIP SMALL	8
BALLPEN BLUE	8
STABILO PINK	7
DOUBLE CLIP 2	7
PAPER CLIP BIG	7
LOG BOOK	7
PENTEL PEN WB BLACK	7
TRASH CAN	7
CALCULATOR	6
BALLPEN RED	6
RUBBER BAND SMALL	6
STABILO ORANGE	6
STABILO YELLOW	6
PENCIL MONGOL	6
ENVELOPE SHORT	6
NOTEBOOK	5
STABILO GREEN	5
CORRECTION TAPE REFILL	5
FOLDER LONG	4
GLUE	4

RULER FOLDER SHORT  EPSON BLACK INK T6641  TAPE DISPENSER BIG  PUNCHER  PENTEL PEN WB BLUE  HP TONER 80A  A4TECH KEYBOARD  TAPE DOUBLE ADHESIVE WITHOUT FOAM  HP TONER 12A  ENVELOPE EXPANDED  STAMP PAD INK BLUE  PENTEL PEN WB RED  TAPE MASKING  HP INK 21 BLACK  HP TONER 53A  HP TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING I*  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN RED  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED		
FOLDER SHORT  EPSON BLACK INK T6641  TAPE DISPENSER BIG  PUNCHER  PENTEL PEN WB BLUE  HP TONER 80A  A4TECH KEYBOARD  TAPE DOUBLE ADHESIVE WITHOUT FOAM  HP TONER 12A  ENVELOPE EXPANDED  STAMP PAD INK BLUE  PENTEL PEN WB RED  TAPE MASKING  HP INK 21 BLACK  HP TONER 53A  HP TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING 1°  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BED  HP INK 22 TRI-COLOR  PENTEL PEN BED  11  12  13  14  15  16  17  17  17  18  18  19  19  19  19  19  19  19  19	STABILO BLUE	4
EPSON BLACK INK T6641  TAPE DISPENSER BIG  PUNCHER  PENTEL PEN WB BLUE  HP TONER 80A  A4TECH KEYBOARD  TAPE DOUBLE ADHESIVE WITHOUT FOAM  HP TONER 12A  ENVELOPE EXPANDED  STAMP PAD INK BLUE  PENTEL PEN WB RED  TAPE MASKING  HP INK 21 BLACK  HP TONER 53A  HP TONER 63A  LETTER ENVELOPE  TAPE MASKING 1"  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN BLUE  PENTEL PEN BLUE  1  HP INK 22 TRI-COLOR  EPSON \$015632 RIBBON LX310  HP INK 704 COLORED	RULER	4
TAPE DISPENSER BIG  PUNCHER  PENTEL PEN WB BLUE  HP TONER 80A  A4TECH KEYBOARD  TAPE DOUBLE ADHESIVE WITHOUT FOAM  HP TONER 12A  ENVELOPE EXPANDED  STAMP PAD INK BLUE  PENTEL PEN WB RED  TAPE MASKING  HP INK 21 BLACK  HP TONER 53A  HP TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING 1"  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN BLUE  PENTEL PEN BLUE  11  PENTEL PEN BLUE  12  PENTEL PEN BLUE  14  PENTEL PEN BLUE  15  PENTEL PEN BLUE  16  PENTEL PEN RED  17  PENTEL PEN RED  18  PENTEL PEN RED  19  PEN	FOLDER SHORT	3
PUNCHER  PENTEL PEN WB BLUE  #P TONER 80A  A4TECH KEYBOARD  TAPE DOUBLE ADHESIVE WITHOUT FOAM  #P TONER 12A  ENVELOPE EXPANDED  STAMP PAD INK BLUE  PENTEL PEN WB RED  TAPE MASKING  #P INK 21 BLACK  #P TONER 53A  #P TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING #  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN BLUE  #P INK 22 TRI-COLOR  #P INK 23 TRI-COLOR  #P INK 24 TRI-COLORED  #P INK 25 TRI-COLORED  #P INK 26 TRI-COLORED  #P INK 27 TRI-COLORED  #P INK 27 TRI-COLORED  #P INK 704 COLORED	EPSON BLACK INK T6641	3
PENTEL PEN WB BLUE  A4TECH KEYBOARD  TAPE DOUBLE ADHESIVE WITHOUT FOAM  HP TONER 12A  ENVELOPE EXPANDED  STAMP PAD INK BLUE  PENTEL PEN WB RED  TAPE MASKING  HP INK 21 BLACK  HP TONER 53A  HP TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING I"  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN RED  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED	TAPE DISPENSER BIG	3
### TONER 80A  ### A4TECH KEYBOARD  ### TONER 12A  ### ENVELOPE EXPANDED  ### STAMP PAD INK BLUE  ### PENTEL PEN WB RED  ### TONER 53A  ### TONER CARTRIDGE 78A  ### TONER CARTRIDGE 78A  ### LETTER ENVELOPE  ### TAPE MASKING ###  ### LOGBOOK  ### CARBON PAPER LONG  ### ROBER BAND BIG  ### PENTEL PEN BLUE  ### PENTEL PEN BLUE  ### PENTEL PEN BLUE  ### PENTEL PEN RED  #### PENTEL PEN RED  #### PENTEL PEN RED  #### PINK 22 TRI-COLOR  #### PINK 704 COLORED	PUNCHER	3
A4TECH KEYBOARD  TAPE DOUBLE ADHESIVE WITHOUT FOAM  #P TONER 12A  ENVELOPE EXPANDED  STAMP PAD INK BLUE  PENTEL PEN WB RED  TAPE MASKING  #P INK 21 BLACK  #P TONER 53A  #P TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING   1  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN BLUE  PENTEL PEN RED  1  ATTER BOYLOGRED  1  ATTER BOYLO	PENTEL PEN WB BLUE	3
TAPE DOUBLE ADHESIVE WITHOUT FOAM  ### TONER 12A  ENVELOPE EXPANDED  \$TAMP PAD INK BLUE  PENTEL PEN WB RED  TAPE MASKING  ###################################	HP TONER 80A	2
## TONER 12A 2  ENVELOPE EXPANDED 2  STAMP PAD INK BLUE 2  PENTEL PEN WB RED 2  TAPE MASKING 11  ### TONER 53A 11  ### TONER CARTRIDGE 78A 11  LETTER ENVELOPE 11  TAPE MASKING 11  LOGBOOK 11  LOGBOOK 11  CARBON PAPER LONG 11  RUBBER BAND BIG 11  PENTEL PEN BLUE 11  PENTEL PEN RED 11  #### PENTEL PEN RED 11  ##### PENTEL PEN RED 11  ##### PENTEL PEN RED 11  ##################################	A4TECH KEYBOARD	2
ENVELOPE EXPANDED  STAMP PAD INK BLUE  PENTEL PEN WB RED  TAPE MASKING  HP INK 21 BLACK  HP TONER 53A  HP TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING 1"  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN RED  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED	TAPE DOUBLE ADHESIVE WITHOUT FOAM	2
STAMP PAD INK BLUE       2         PENTEL PEN WB RED       2         TAPE MASKING       1         HP INK 21 BLACK       1         HP TONER 53A       1         HP TONER CARTRIDGE 78A       1         LETTER ENVELOPE       1         TAPE MASKING 1"       1         LOGBOOK       1         CARBON PAPER LONG       1         CBP BOX       1         RUBBER BAND BIG       1         PENTEL PEN BLUE       1         PENTEL PEN RED       1         HP INK 22 TRI-COLOR       1         EPSON S015632 RIBBON LX310       1         HP INK 704 COLORED       1	HP TONER 12A	2
PENTEL PEN WB RED  TAPE MASKING  HP INK 21 BLACK  HP TONER 53A  HP TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING 1"  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN RED  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED	ENVELOPE EXPANDED	2
TAPE MASKING  HP INK 21 BLACK  HP TONER 53A  HP TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING 1"  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED	STAMP PAD INK BLUE	2
HP INK 21 BLACK  HP TONER 53A  HP TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING 1"  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN RED  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED	PENTEL PEN WB RED	2
HP TONER 53A 1  HP TONER CARTRIDGE 78A 1  LETTER ENVELOPE 1  TAPE MASKING 1" 1  LOGBOOK 1  CARBON PAPER LONG 1  RUBBER BAND BIG 1  PENTEL PEN BLUE 1  PENTEL PEN RED 1  HP INK 22 TRI-COLOR 1  EPSON S015632 RIBBON LX310 1  HP INK 704 COLORED 1	TAPE MASKING	1
HP TONER CARTRIDGE 78A  LETTER ENVELOPE  TAPE MASKING 1"  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN RED  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED	HP INK 21 BLACK	1
LETTER ENVELOPE       1         TAPE MASKING 1"       1         LOGBOOK       1         CARBON PAPER LONG       1         CBP BOX       1         RUBBER BAND BIG       1         PENTEL PEN BLUE       1         PENTEL PEN RED       1         HP INK 22 TRI-COLOR       1         EPSON S015632 RIBBON LX310       1         HP INK 704 COLORED       1	HP TONER 53A	1
TAPE MASKING 1"  LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN RED  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED	HP TONER CARTRIDGE 78A	1
LOGBOOK  CARBON PAPER LONG  CBP BOX  RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN RED  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED	LETTER ENVELOPE	1
CARBON PAPER LONG       1         CBP BOX       1         RUBBER BAND BIG       1         PENTEL PEN BLUE       1         PENTEL PEN RED       1         HP INK 22 TRI-COLOR       1         EPSON S015632 RIBBON LX310       1         HP INK 704 COLORED       1	TAPE MASKING 1"	1
CBP BOX       1         RUBBER BAND BIG       1         PENTEL PEN BLUE       1         PENTEL PEN RED       1         HP INK 22 TRI-COLOR       1         EPSON S015632 RIBBON LX310       1         HP INK 704 COLORED       1	LOGBOOK	1
RUBBER BAND BIG  PENTEL PEN BLUE  PENTEL PEN RED  1  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED	CARBON PAPER LONG	1
PENTEL PEN BLUE  PENTEL PEN RED  1  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED  1	CBP BOX	1
PENTEL PEN RED  HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED  1	RUBBER BAND BIG	1
HP INK 22 TRI-COLOR  EPSON S015632 RIBBON LX310  HP INK 704 COLORED  1	PENTEL PEN BLUE	1
EPSON S015632 RIBBON LX310 1  HP INK 704 COLORED 1	PENTEL PEN RED	1
HP INK 704 COLORED 1	HP INK 22 TRI-COLOR	1
<u> </u>	EPSON S015632 RIBBON LX310	1
TAPE DOUBLE ADHESIVE WITH FOAM	HP INK 704 COLORED	1
II II	TAPE DOUBLE ADHESIVE WITH FOAM	1

HP INK 704 BLACK