

Summary Report as from Oct 28, 2015 to Nov 28, 2015

Status Updates

Status	Total Request	Percentage
Cancelled	9	3.78%
For Approval	15	6.3%
Approved	5	2.1%
For Release	17	7.14%
Pending	17	7.14%
Item Released	38	15.97%
Close	137	57.56%

Department with Most Closed Request

Department	Total Request
FRG - Gen. Accounting (Subsidiaries)	15
AMD Prominent	14
Accounts Receivable Docs	13
AMD Prestige	13
Treasury Dept - Receipt	8
FRG - Accounts Payable (Subsidiaries)	6
Accounts Receivable Rental	6
Administration - Materials Control and Fleet Management	6
FRG - Gen. Accounting (Megaworld)	5
Accounts Receivable Sales	4
Library	4
Accounts Payable 2/Recovery Unit	4
AMD Rentals	4
MSG - Accounting Group	3

FRG - Payroll	3
OR Archives	3
Client Relations Group	3
Administration - Courier, Mailing and Logistics Management	2
Information Technology	2
FRG - Consolidation Group	2
Customer Management Group	2
Asset Management Group	2
Management Information Group	2
AMD Preferred	2
Financial Analyst Group	2
Treasury Dept - Disbursement	1
AMD Training	1
Accounts Payable 1	1
White OR	1
Administration - Monitoring and Compliance Group	1
AMD Premier	1
Administration - Facility Management and General Services	1

Most Requested Item

Item	Total Request
HP TONER 85A	50
ALCOHOL	47
BOND PAPER SHORT	47
BOND PAPER LONG	45
PILOT BX-V5 SIGNPEN BLACK	41
TAPE SCOTCH 1'	38
NEWSPRINT SHORT	35
PILOT BX-V5 SIGNPEN BLUE	32
BALLPEN BLACK	30

STAPLE WIRE BIG	30
ENVELOPE LONG	25
NEWSPRINT LONG	24
PILOT BX-V5 SIGNPEN GREEN	23
MEMO PAD	22
FASTENER PLASTIC	22
PAPER CLIP SMALL	22
DOUBLE CLIP 1	20
TAPE PACKING 2'	18
STAPLER #35	18
HP TONER 05A	18
DOUBLE CLIP 3/4	17
PAPER CLIP BIG	17
PILOT BX-V5 SIGNPEN PURPLE	17
CORRECTION TAPE	16
BALLPEN BLUE	15
STABILO YELLOW	14
STABILO ORANGE	14
PILOT BX-V5 SIGNPEN RED	14
ENVELOPE SHORT	14
DOUBLE CLIP 2	13
LETTER HEAD	13
PENTEL PEN BLACK	12
PENCIL MONGOL	12
CORRECTION TAPE REFILL	12
PENTEL PEN WB BLACK	12
STABILO GREEN	11
SCISSOR	11
LOG BOOK	11
BALLPEN RED	11

RUBBER BAND SMALL	10
STABILO BLUE	10
STABILO PINK	9
FOLDER SHORT	9
CALCULATOR	9
NOTEBOOK	9
TRASH CAN	9
ENVELOPE EXPANDED	8
PILOT BX-V5 SIGNPEN RED	8
FOLDER LONG	8
GLUE	8
NOTEBOOK	7
EPSON BLACK INK T6641	6
PUNCHER	5
TAPE DISPENSER BIG	5
TAPE DOUBLE ADHESIVE WITHOUT FOAM	5
PENTEL PEN WB BLUE	5
HP TONER 12A	4
TAPE DOUBLE ADHESIVE WITH FOAM	3
TAPE MASKING 1"	3
TAPE MASKING	3
A4TECH KEYBOARD	3
RULER	3
HP TONER CARTRIDGE 78A	2
BATTERY AA	2
LETTER ENVELOPE	2
LOGBOOK	2
EPSON S015632 RIBBON LX310	2
PENTEL PEN WB RED	2
STAMP PAD INK BLUE	2

HP TONER 53A	2
OPTICAL MOUSE	1
HP INK 22 TRI-COLOR	1
FAX PAPER	1
EPSON 8750 RIBBON BLACK	1
CDRW	1
HP 678 BLACK INK CARTRIDGE	1
HP 678 TRI COLOR INK CARTRIDGE	1
PENTEL PEN BLUE	1
HP INK 21 BLACK	1
HP TONER 80A	1