

Summary Report as from Jun 27, 2015 to Jul 27, 2015

Status Updates

Status	Total Request	Percentage
Cancelled	10	5.56%
For Approval	5	2.78%
Approved	4	2.22%
For Release	20	11.11%
Pending	16	8.89%
Item Released	27	15%
Reject	1	0.56%
Close	97	53.89%

Department with Most Closed Request

Department	Total Request
Accounts Receivable Docs	12
Accounts Receivable Rental	8
AMD Prestige	8
Asset Management Group	7
FRG - Gen. Accounting (Megaworld)	7
Accounts Receivable Sales	6
FRG - Payroll	6
FRG - Gen. Accounting (Subsidiaries)	4
AMD Preferred	4
Accounts Payable 2/Recovery Unit	4
AMD Prominent	4
Client Relations Group	3
Administration - Courier, Mailing and Logistics Management	3

Treasury Dept - Receipt	3
Customer Management Group	3
FRG - Accounts Payable (Subsidiaries)	2
Administration - Facility Management and General Services	2
Accounts Payable 1	2
Administration - Materials Control and Fleet Management	2
Administration - Monitoring and Compliance Group	2
Treasury Dept - Disbursement	1
Information Technology	1
AMD Premier	1
OR Archives	1
Office of the Controller	1

Most Requested Item

Item	Total Request
HP TONER 85A	52
ALCOHOL	49
BOND PAPER LONG	44
BOND PAPER SHORT	40
PILOT BX-V5 SIGNPEN BLACK	35
TAPE SCOTCH 1'	30
PILOT BX-V5 SIGNPEN BLUE	30
STAPLE WIRE BIG	26
CORRECTION TAPE REFILL	25
BALLPEN BLACK	23
NEWSPRINT SHORT	22
PILOT BX-V5 SIGNPEN GREEN	22
PILOT BX-V5 SIGNPEN PURPLE	21
HP TONER 05A	21
DOUBLE CLIP 3/4"	19

NEWSPRINT LONG	19
FOLDER GREEN	18
PAPER CLIP BIG	17
PILOT BX-V5 SIGNPEN RED	16
PENCIL MONGOL	13
PAPER CLIP SMALL	13
CORRECTION TAPE	13
FASTENER PLASTIC	12
STABILO YELLOW	11
BALLPEN BLUE	11
PENTEL PEN BLACK	11
RUBBER BAND SMALL	10
ENVELOPE LONG	10
LETTER HEAD	10
STABILO PINK	9
FOLDER LONG	9
ENVELOPE SHORT	9
BALLPEN RED	8
CBP BOX	8
TAPE PACKING 2'	7
HP INK 704 BLACK	7
STABILO GREEN	6
STABILO BLUE	6
HP TONER 12A	6
HP INK 704 COLORED	6
EPSON BLACK INK	5
MAGAZINE FILE	5
HP TONER 53A	5
PUNCHER	5
STABILO ORANGE	5

LETTER ENVELOPE	4
TRANSMITTAL SHEET	4
HP TONER 35A	4
FOLDER SHORT	4
PENTEL PEN WB BLACK	3
CALCULATOR	2
HP TONER CARTRIDGE 78A	2
CARBON PAPER SHORT	2
DVDR	2
EPSON INK YELLOW	2
HP INK 22 TRI-COLOR	2
SCISSOR	2
EPSON INK MAGENTA	2
EPSON INK CYAN	2
TAPE DISPENSER BIG	2
HP INK 21 BLACK	2
PENTEL PEN RED	2
PENTEL PEN WB RED	1
PENTEL PEN WB BLUE	1
PENTEL PEN BLUE	1
TAPE DOUBLE ADHESIVE WITHOUT FOAM	1
HP TONER 125 CYAN	1
FAX PAPER	1
CARBON PAPER LONG	1
BATTERY AAA	1