

Summary Report as from Oct 18, 2016 to Nov 18, 2016

Status Updates

Status	Total Request	Percentage
Cancelled	5	3.21%
For Approval	10	6.41%
Approved	25	16.03%
For Release	49	31.41%
Pending	21	13.46%
Item Released	8	5.13%
Reject	1	0.64%
Close	37	23.72%

Department with Most Closed Request

Department	Total Request
Accounts Receivable Docs	5
Administration	5
White OR	3
Management Analyst Group	3
AMD Prestige 2	3
AMD Office of the Vice President	2
Customer Management Group	2
Asset Management Group	2
FRG - Gen. Accounting (Megaworld)	2
FRG - Accounts Payable (Subsidiaries)	2
AMD Prominent	1
AMD Premier	1
Management Information Group	1

FRG - Gen. Accounting (Subsidiaries)	1
Accounts Payable 1	1
FRG - Payroll	1
Client Relations Group	1
OR Archives	1

Most Requested Item

Item	Total Request
ALCOHOL	17
BOND PAPER LONG	11
HP TONER 05A	10
PILOT BX-V5 SIGNPEN BLACK	10
PILOT BX-V5 SIGNPEN BLUE	9
CORRECTION TAPE REFILL	9
DOUBLE CLIP 1	8
NEWSPRINT SHORT	7
NEWSPRINT LONG	7
HP TONER 85A	7
PAPER CLIP BIG	6
PAPER CLIP SMALL	6
GLUE	4
PILOT BX-V5 SIGNPEN PURPLE	4
PILOT BX-V5 SIGNPEN GREEN	3
FASTENER PLASTIC	3
PILOT BX-V5 SIGNPEN RED	3
MEMO PAD	3
STABILO PINK	3
DOUBLE CLIP 2	3
LETTER HEAD	3
LOG BOOK	2

SCISSOR	2
STABILO YELLOW	2
TAPE PACKING 2'	2
TAPE DISPENSER BIG	2
STABILO BLUE	2
FOLDER SHORT	2
EPSON INK YELLOW T6644	2
STABILO GREEN	2
EPSON INK MAGENTA T6643	2
PENTEL PEN WB BLACK	2
HP 678 BLACK INK CARTRIDGE	2
EPSON INK CYAN T6642	2
LETTER ENVELOPE	1
HP TONER 12A	1
HP TONER 80A	1
HP TONER 35A	1
HP TONER 53A	1
NOTEBOOK	1
OPTICAL MOUSE	1
HP TONER CARTRIDGE 78A	1
HP INK 60 TRI COLORED	1
STAMP PAD INK BLUE	1
STAPLER #35	1
TAPE MASKING	1
BALLPEN RED	1
STABILO ORANGE	1
HP 678 TRI COLOR INK CARTRIDGE	1
RULER	1
PENTEL PEN WB RED	1