



OFFICE OF THE DIRECTOR FOR PHYSICAL PLANT

Visca, Baybay City, Leyte, PHILIPPINES Telefax: 1041(LOCAL) Email: www.ppo.@vsu.edu.ph Website: www.vsu.edu.ph

PHYSICAL PLANT SERVICE REQUEST FORM

REQUEST INFORMATION	V			
Filled in by requesting party		Filled in by PPO		
Date filed	June 7, 2023	Date received	*	
Building/Department	Organic Lab., ARIC	Received by	Name & Signature	
Landing	- Avoil I	Designation/Position	. Name & Signature	
Location	:VSU_V	Designation/Position	-	
Requesting party	JEROME O. ARRIBADO Name & Signature	Request Reference Number	:	
Designation/Position : Instructor I, Eco-FAR				
Contact no./Email	Instructor I, Eco-PARIVII			
Please check and specify the nature of service request				
The state of the s	oplifier, speakers and			
microphones)	piner, speakers and	Tent installation/s		
With Lights? Yes No		Setup Location:	Setup Location:	
Setup Location: Date & Time Needed:		No. of tent:	No. of tent:	
		Tent size:		
			s, furniture, metal works and other	
Andrewson the second processes	plowing & harrowing	fabrications not considered	as repair and maintenance)	
			nage, new lock & knobs & other	
		installation not considered	as repair and maintenance)	
Site development, backfilling	Site development, levelling, scrapping & backfilling		aper, drill press & etc.)	
Location:		Landscaping (Design and I	nstallation)	
Hauling (Construction materials, office equipment & etc.)		Location/Area covered:	Location/Area covered:	
From: To:		Other/s (Specify):		
Plans, Layouts and Estimates (<i>Drafting, floor</i>				
plan/s, material & cost estimate, site inspection and the likes)				
Brief Description of Service Request				
Water Installati building) ACCOMPLISHMENT	on (Shower and Distiller) at t	he Organic Lab, ARIC (New Bu	ilding in-front of ECO-FARMI	
Filled in by PPO Personnel Filled in by Requesting Party				
			DETERMINE TO THE REAL PROPERTY.	
Conducted by :	DO Maintana Barrana I	Service Satisfaction	OVER ALL RATING	
, р	PO Maintenance Personnel (Name and Signature)	☐ 1. Not Satisfied	☐ 1. Poor ☐ 2. Fair	
Date & Time	(Name and Signature)	2. Slightly Satisfied	□ 4. Very	
Started :		☐ 3. Moderately Satisfied	☐ 3. Good Good	
Date & Time		☐ 4. Very Satisfied		
Finished		☐ 5. Extremely Satisfied	☐ 5. Excellent	
			Comments & Suggestion	
Checked . ——	DDO Hand/Dispeter			
&verified :	PPO Head/Director (Name and Signature)	Name &Signature	-	
Notes:	(amo ana oignataro)	Tanio adignaturo		
Notes:			- 1	
		Designation/Position		

Vision: Mission: A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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No.