



PHYSICAL PLANT SERVICE REQUEST FORM

Filled in by requesting party		Filled in by PPO	
Date filed	: April 27, 2022	Date received	:
Building/Facility/ House No/ Apartment No./ Department	: Eco-FARMI	Received by	: Name & Signature
Location	: VSU, Visca, Baybay City	Designation/ Position	:
Requesting party	: REYNANTE G. MACAPANAS	Document control number	:
Designation/ Position	: Staff, Eco-FARMI		

Please check and specify the nature of service request

<input type="checkbox"/> Audio System (amplifier, speakers and microphones) With Lights? Yes. ___ No. ___ Setup Location: _____ Date & Time Needed: _____ Estimated Duration (hrs): _____	<input type="checkbox"/> Tent installation/s Setup Location: _____ No. of tent: _____ Tent size: _____
<input type="checkbox"/> Land preparation, plowing & harrowing Location/Area covered: _____ Estimated passing trip: _____	<input type="checkbox"/> Fabrication/s (new cabinets, furniture, metal works and other fabrications not considered as repair and maintenance)
<input type="checkbox"/> Site development, levelling, scrapping & backfilling Location: _____	<input type="checkbox"/> Installation/s (tarpaulin, signage, new lock & knobs & other installation not considered as repair and maintenance)
<input checked="" type="checkbox"/> Hauling (Construction materials, office equipment & etc.) From: <u>Agronomy Shed House</u> To: <u>Vermiculture, Eco-FARMI Demo Farm</u>	<input type="checkbox"/> Machining works (lathe, shaper, drill press & etc.)
<input type="checkbox"/> Plans, Layouts and Estimates (Drafting, floor plan/s, material & cost estimate, site inspection and the likes)	<input type="checkbox"/> Landscaping (Design and Installation) Location/Area covered: _____
	<input type="checkbox"/> Other/s (Specify) : _____

Brief Description of Service Request

- Hauling of Rice Straw from Agronomy Shed House to Vermiculture Facility, Eco-FARMI Demo FARM.

Filled in by the requesting party after the conduct of service request

Service Satisfaction	OVER-ALL RATING	
<input type="checkbox"/> 1. Not Satisfied	<input type="checkbox"/> 1. - Poor	<input type="checkbox"/> 2. - Fair
<input type="checkbox"/> 2. Slightly Satisfied	<input type="checkbox"/> 3. - Good	<input type="checkbox"/> 4. - Very Good
<input type="checkbox"/> 3. Moderately Satisfied	<input type="checkbox"/> 5. - Excellent	
<input type="checkbox"/> 4. Very Satisfied	Comments & Suggestion	
<input type="checkbox"/> 5. Extremely Satisfied		