



ICTMC JOB REQUEST FORM

Please check and specify the nature of Job Request		Filled in by ICTMC	
Filled in by the requesting party		Filled in by ICTMC	
Date filed : August 14, 2024	Date received :		
Dept./Office/Agency : Department of Agronomy	Received by :	(Name and Signature)	
Requesting Party : GRETCHEN MAE M. PRADO (Name and Signature)	Designation/Position :		
Requesting Dept. Head : LUZ G. ASIO (Name and Signature)			
<input checked="" type="checkbox"/> LAN/Internet <input type="checkbox"/> System/Account Problem <input type="checkbox"/> Mobile/PC Registration (MAC)		<input type="checkbox"/> Computer <input type="checkbox"/> Peripherals (please specify) _____ <input type="checkbox"/> Others (please specify) _____	
		Need to be fixed at Admin Office	
Accessories Included		Problem(s)	
Parts/Materials/Supplies needed		Specifications & Quantity/Units	
Technical Remarks:			
Inspected by:	Approved by:	Claimed by:	
_____ ICTMC Technician	_____ ICTMC Head	_____ Name and Signature	
Date Signed: _____	Date Signed: _____	Date Claimed: _____	

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

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v1 09-22-2020

No.



ICTMC COMMENTS & SUGGESTION FORM

Filled in by the requesting party	
Service Satisfaction <input type="checkbox"/> 1. Not Satisfied <input type="checkbox"/> 2. Slightly Satisfied <input type="checkbox"/> 3. Moderately Satisfied <input type="checkbox"/> 4. Very Satisfied <input type="checkbox"/> 5. Extremely Satisfied	Comments/Suggestions: <div style="text-align: right;">_____ Name and Signature</div>

Vision: A globally competitive university for science, technology, and environmental conservation.
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No.