



ICTMC JOB REQUEST FORM

Filled in by the requesting party		Filled in by ICTMC	
Date filed : June 11, 2025 Dept./Office/Agency : ISRDS, VSU Requesting Party : ERNESTO A. GONZAGA, JR. (Name and Signature) Requesting Dept. Head : LILIAN B. NUÑEZ (Name and Signature)	Date received : _____ Received by : _____ (Name and Signature) Designation/Position : _____		
Please check and specify the nature of Job Request			
<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"> <input checked="" type="checkbox"/> LAN/Internet <input type="checkbox"/> System/Account Problem <input type="checkbox"/> Mobile/PC Registration (MAC) </div> <div style="width: 50%;"> <input checked="" type="checkbox"/> Computer <input type="checkbox"/> Peripherals (please specify) _____ <input type="checkbox"/> Others (please specify) _____ </div> </div>			
Accessories Included		Problem(s)	
		Install desktop computer at the graduate resource center.	
Parts/Materials/Supplies needed			
Specifications & Quantity/Units			
Technical Remarks:			

Inspected by: _____ ICTMC Technician Date Signed: _____	Approved by: <u>SEAN O. VILLAGONZALO</u> ICTMC Head Date Signed: _____	Claimed by: _____ Name and Signature Date Claimed: _____
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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>