

## 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

Date filed : Building/Facility/ House No/ Apartment No./	Oct. 4, 2021	Date received :			
House No/ Apartment No./					
Department	Eco-FARMI	Received by  Name & Signature			
Location VS	SU, Visca Baybay, City	Designation/ Position			
Requesting party : Dh	HENBER C.LUSANTA	Maintenance : control number			
Designation/ Position	OIC Director, Eco FARMI				
To be accomplished in thr					
	the nature of service reque	3ST			
Audio System (amplification microphones)		Tent installation/s			
With Lights? Yes		Setup Location: No. of tent:			
Setup Location:         No. of tent:           Date & Time Needed:         Tent size:					
Estimated Duration		Fabrication/s (new cabinets, furniture, metal works and other fabrications not considered as repair and			
Land preparation, plowing & harrowing  Location/Area covered:  Estimated passing trip:  Land preparation, plowing & harrowing  maintenance)  maintenance  Installation not considered as repair an maintenance)					
			Site development, levelopment,	elling, scrapping &	Machining works (lathe, shaper, drill press & etc.)
			Location:		Others (specify): Fabrication of cabinet and working table
Hauling (Construction equipment & etc.)	materials, office	- WOTKING LADIE			
From:	To:				
	Brief Description	of Service Request			
Service Conducted by	Name & Signature	To be filled by the requesting party after service request conducted			
PPO Unit :	ramo a oignataro	Overall Service Satisfaction			
		1. Not Satisfied			
Conformed by		2 Cliability Catiofied			
Conformed by (Requesting Party)		2. Slightly Satisfied			
•	Name & Signature				
•	Name & Signature	3. Moderately Satisfied 4. Very Satisfied			

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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No.