



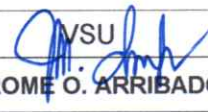
PHYSICAL PLANT SERVICE REQUEST FORM

REQUEST INFORMATION

Filled in by requesting party

Date filed : January 16, 2025

Building/Department : ECO-FARMI DEMO FARM

Location : 

Requesting party : **JEROME O. ARRIBADO**

Designation/Position : **HEAD, ECO-FARMI**

Contact no./Email : _____

Filled in by PPO

Date received : _____

Received by : _____

Designation/Position : _____

Request Reference Number : _____

Name & Signature

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>Eco-Demo farm</u> To: <u>Eco-FARMI</u>
Plans, Layouts and Estimates (Drafting, floor plan/s, material & cost estimate, site inspection and the likes) | <input type="checkbox"/> Machining works (lathe, shaper, drill press & etc.)
<input type="checkbox"/> Landscaping (Design and Installation)
Location/Area covered: _____ |
| | <input type="checkbox"/> Other/s (Specify) : _____ |

Brief Description of Service Request

- Hauling of table from Demo Farm on January 17, 2025

ACCOMPLISHMENT

Filled in by PPO Personnel

Conducted by : PPO Maintenance Personnel
(Name and Signature)

Date & Time Started : _____

Date & Time Finished : _____

Checked & verified : PPO Head/Director
(Name and Signature)

Notes: _____

Filled in by Requesting Party

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			
<input type="checkbox"/> 5. Extremely Satisfied			
Comments & Suggestion			
Name & Signature			
Designation/Position			