



PHYSICAL PLANT SERVICE REQUEST FORM

Filled in by requesting party		Filled in by PPO	
Date filed	: December 13, 2021	Date received	:
Building/Facility/ House No/ Apartment No./ Department	: Eco-FARMI	Received by	: _____
Location	: Eco-FARMI DEMO Farm	Designation/ Position	: _____ Name & Signature
Requesting party	: DHENBER C. LUSANTA	Maintenance control number	: _____
Designation/ Position	: OIC Director, Eco FARMI		

To be accomplished in three (3) copies

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 type="checkbox"/> Hauling (Construction materials, office equipment & etc.) From: _____ To: _____	<input type="checkbox"/> Machining works (lathe, shaper, drill press & etc.)
	<input checked="" type="checkbox"/> Others (specify): <u>Installation of Electric Water Pump</u>

Brief Description of Service Request

- Installation of Electric Water Pump

Service Conducted by : _____
Name & Signature

PPO Unit : _____

Conformed by
(Requesting Party) : _____
Name & Signature

Checked by
(PPO Unit Head) : _____
Name & Signature

To be filled by the requesting party after service request conducted

Overall Service Satisfaction

1. Not Satisfied
2. Slightly Satisfied
3. Moderately Satisfied
4. Very Satisfied
5. Extremely Satisfied