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## PHYSICAL PLANT SERVICE REQUEST FORM

| Dept. of  Upper  MARIA HAZ  Head  Head  specify the nature of serving (amplifier, speakers and s) s? Yes No ation: me Needed: Duration (hrs): ation, plowing & harrowing rea covered: passing trip: ment, levelling, scrapping  | g G   | No. of tent: Tent size: Fabrication/s (new fabrications not continuated lation) (targinstallation not continuated lation) (targinstallation not continuated lation)                              |  |
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| passing trip:<br>ment, levelling, scrapping<br><br>nstruction materials, office   | , &   | Installation/s (tarp<br>installation not con<br>Machining works  | paulin, signage, new lock & knobs & other<br>nsidered as repair and maintenance)<br>(lathe, shaper, drill press & etc.)  |
| passing trip:<br>ment, levelling, scrapping<br><br>nstruction materials, office   | , &   | Machining works  | nsidered as repair and maintenance) (lathe, shaper, drill press & etc.)  |
| nstruction materials, office  |   |  |  |
| nstruction materials, office  |   | Landscaping (Des   | sign and Installation)   |
| nstruction materials, office  |   | 1 3 (  | g., and motandion)   |
| etc.)   |   | Location/Area cov  | rered:   |
| To:   |   |  | Electrical - leger f   |
| its and Estimates (Drafting<br>rial & cost estimate, site in  | g, floor<br>nspection   |  | Electrical - Solyman   |
| Bri   | ief Description   | of Service Reques  | <b>†</b>   |
|   |   | or our rise reques   |  |
| and the diagonouring.   |   |  |  |
|   |   |  | all!   |
|   | Filled in by th   | ne requesting party aft  | ter the conduct of service request   |
| PPO Personnel   | Servic  | e Satisfaction   | OVER-ALL RATING  |
|   | ☐ 1. No   | t Satisfied  | ☐ 1 Poor ☐ 2 Fair  |
|   | 2. Sli  | ghtly Satisfied  | ☐ 3 Good ☐ 4 Very Good   |
| Checked &   | _ □ 3. Mo   | derately Satisfied   | ☐ 5 Excellent  |
|   | _ □ 4. Ve   | ry Satisfied   | Comments & Suggestion  |
|   |   | •  | - Comments & Suggestion  |
|   | Name  | and Signature  |  |
|   | uts and Estimates ( <i>Draftin</i><br>rial & cost estimate, site in<br>s) | PPO Personnel (Name & Signature)  PPO Head/Director (Name & Signature)  PPO Head/Director (Name & Signature)  PPO Head/Director (Name & Signature)   | PPO Personnel (Name & Signature)  PPO Head/Director (Name & Signature)  PPO Head/Director (Name & Signature)  PPO Head/Director (Name & Signature)  PRO Head/Director (Name & Signature)  Service Satisfaction  Description of Service Requesting party after Service Service Satisfaction  Description of Service Requesting party after Service Serv |