INFORMATION & COMMUNICATIONS
TECHNOLOGY MANAGEMENT CENTER
2nd Floor DCST Building
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VISAYAS STATE UNIVERSITY

ICTMC JOB REQUEST FORM

Filled in by the requesting party		*Filled in by ICTMC*	
Date filed :	03 January 2023	**Date received** :	_____
Dept./Office/Agency :	Dept. of Meteorology	**Received by** :	_____
Requesting Party :	Charlindo S. Torrion	**Designation/Position** :	*(Name and Signature)*
	(Name and Signature)		_____
Requesting Dept. Head :	**CHARLIE S. ANDAN**		
	(Name and Signature)		

Please check and specify the nature of Job Request

[X]	Wireless (Wi-Fi) Internet Connection in EB104 – Faculty Room and CLAWS Laboratory	[ ]	Computer
[ ]	System/Account Problem	[ ]	Peripherals *(please specify)* _____
[ ]	Mobile/PC Registration (MAC)	[ ]	Others *(please specify)* _____

Accessories Included	**Problem(s)**

Parts/Materials/Supplies needed

Specifications & Quantity/Units	
Wi-Fi Router	1 pc

Technical Remarks:

Inspected by:	**Approved by:**	**Claimed by:**
_____	_____	_____
ICTMC Technician	ICTMC Head	Name and Signature
Date Signed:_____	Date Signed:_____	Date Claimed:_____

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.

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ICTMC COMMENTS & SUGGESTION FORM

Filled in by the requesting party	
Service Satisfaction	**Comments/Suggestions:**
[ ] 1. Not Satisfied	
[ ] 2. Slightly Satisfied	
[ ] 3. Moderately Satisfied	
[ ] 4. Very Satisfied	_____
[ ] 5. Extremely Satisfied	Name and Signature

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v1 09-22-2020
No.