



## ICTMC JOB REQUEST FORM

Filled in by the requesting party		Filled in by ICTMC	
Date filed	: January 18, 2021	Date received	: _____
Dept./Office/Agency	: Institute of Human Kinetics	Received by	: _____ (Name and Signature)
Requesting Party	: <u>CHARIS B. LIMBO</u> (Name and Signature)	Designation/Position	: _____
Requesting Dept. Head	: <u>CHARIS B. LIMBO</u> (Name and Signature)		
Please check and specify the nature of Job Request			
<input type="checkbox"/> LAN/Internet <input type="checkbox"/> System/Account Problem <input type="checkbox"/> Mobile/PC Registration (MAC)		<input type="checkbox"/> Computer <input type="checkbox"/> Peripherals (please specify) _____ <input type="checkbox"/> Others (please specify) _____	
		Check Non-functional Internet connections, IHK office desktop	
Accessories Included		Problem(s)	
Parts/Materials/Supplies needed		Specifications & Quantity/Units	
Technical Remarks:			

Inspected by: _____ _____ ICTMC Technician Date Signed: _____	Approved by: <u>SEAN O. VILLAGONZALO</u> _____ ICTMC Head Date Signed: _____	Claimed by: _____ _____ Name and Signature Date Claimed: _____
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**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.

Page 1 of 2

FM-UCC-01

v1 09-22-2020

No.



## ICTMC COMMENTS & SUGGESTION FORM

Filled in by the requesting party	
<b>Service Satisfaction</b>  <input type="checkbox"/> 1. Not Satisfied <input type="checkbox"/> 2. Slightly Satisfied <input type="checkbox"/> 3. Moderately Satisfied <input type="checkbox"/> 4. Very Satisfied <input type="checkbox"/> 5. Extremely Satisfied	<b>Comments/Suggestions:</b>  <div style="border-top: 1px solid black; height: 40px; margin-top: 10px;"></div> <div style="text-align: right; margin-top: 10px;">Name and Signature</div>

**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.

Page 1 of 2

FM-UCC-02

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No.