



### ICTMC JOB REQUEST FORM

Filled in by the requesting party		Filled in by ICTMC	
Date filed	: 03/21/2020	Date received	:
Dept./Office/Agency	: Information Technology	Received by	:
Requesting Party	: Genaro Apas (Name and Signature)	Designation/Position	: (Name and Signature)
Requesting Dept. Head	: Kyza Mary Ramoneda (Name and Signature)		
Please check and specify the nature of Job Request			
<input checked="" 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) _____	
Accessories Included		Problem(s)	
Parts/Materials/Supplies needed		Specifications & Quantity/Units	
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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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="text-align: right;">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.

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