



2<sup>nd</sup> Floor DCST Building  
Visca, Baybay City, Leyte, 6521-A PHILIPPINES  
Telefax: (053)5250140, local 1014  
Email: [ict@vsu.edu.ph](mailto:ict@vsu.edu.ph)  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

Filled in by the requesting party		Filled in by ICTMC	
Date filed	: Dec. 6, 2021	Date received	:
Dept./Office/Agency	: Department of Economics	Received by	:
Requesting Party	: <u>CARLITO O. SUGANOB</u> (Name and Signature)	Designation/Position	: <u>(Name and Signature)</u>
Requesting Dept. Head	: <u>MARIA HAZEL I. BELLEZAS</u> (Name and Signature)		
Please check and specify the nature of Job Request			
<input type="checkbox"/> LAN/Internet	<input type="checkbox"/> Computer		
<input type="checkbox"/> System/Account Problem	<input type="checkbox"/> Peripherals (please specify)		
<input type="checkbox"/> Mobile/PC Registration (MAC)	<input type="checkbox"/> Others (please specify)	Installation of lan- to SMART TV (DOE Conference Room)	
Accessories Included		Problem(s)	
Parts/Materials/Supplies needed		Specifications & Quantity/Units	
Technical Remarks:			

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

**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.



**VISAYAS**  
STATE UNIVERSITY

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Filled in by the requesting party	
<p><b>Service Satisfaction</b></p> <p><input type="checkbox"/> 1. Not Satisfied</p> <p><input type="checkbox"/> 2. Slightly Satisfied</p> <p><input type="checkbox"/> 3. Moderately Satisfied</p> <p><input type="checkbox"/> 4. Very Satisfied</p> <p><input type="checkbox"/> 5. Extremely Satisfied</p>	<p><b>Comments/Suggestions:</b></p>     <hr/> <p>Name and Signature</p>

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v109-22-2020

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