



OFFICE OF THE DIRECTOR FOR PHYSICAL PLANT

Visca, Baybay City, Leyte, PHILIPPINES Telefax: 1041(LOCAL)

Email: www.ppo.@vsu.edu.ph Website: www.vsu.edu.ph

REPAIR AND MAINTENANCE REQUEST

Filled in by requesting party			Filled in by PPC			
Date filed :	April 27	, 2022	Date received	:		
Building/Facility/ House No/ Apartment No./ Department	Institute of Hu	No.	Received by	Nan	ne & Signature	
Location	IHK		Designation/ Position	:		
Requesting party	: EDILBERTO A. ARNGA, JR. II		Maintenance control number			
Designation/ Position	Univ. Sports Facilit					
Disease about and annual	E the making of months	d				
	fy the nature of work red					
☐ Welding Works ☐ Plumbing Wo			on equipment	☐ Electrical Works ☐ Heating, Ventilating, Air conditioning & Refrigeration ☐ Others (specify):		
Materials/Supplies/Parts: ☐ Available ☐ Not Available					ble	
	Brie	of Description of F	Repair and Maintena	nce		
- Repainting of the Upper Campus Oval State (Purpose: For the VSU Anniversary Fun Run on May 2, 2022 at 5:00am)						
(Purpose: I	or the VSU Anniver	sary run kun on	May 2, 2022 at 5:00a	m)		
Filled in by PPO pers	connel					
Part/Supplies/Materials Required		Mannower R	Manpower Requirement		Estimated hours/days to finished	
Fait/Supplies/Materials (Nequired		Manpower	Manpower Requirement		Estimated flours/days to finished	
				+		
		Filled in by	Filled in by the requesting party after the conduct of repair and maintenance			
Conducted by:	PPO Personnel	Serv	rice Satisfaction	OVER-ALL RATING		
-,-	(Name & Signature)	□ 1. N	Not Satisfied	☐ 1 Poor	☐ 2 Fair	
PPO Unit		2. §	Slightly Satisfied	☐ 3 Good	☐ 4 Very Good	
Checked &		□ 3. M	Moderately Satisfied	☐ 5 Excellent		
Verified by:	PPO Head	□ 4. \	Very Satisfied	Comments & Suggestion		
	(Name & Signature)	□ 5. E	Extremely Satisfied			
		Nam	ne and Signature			

Vision: Mission: A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

Page 1 of 1 FM-PP0-09 v3 02-28-2022