



Equipment Issue Form

Name: Giancarlo P. Tobias

Date of issuance: 2022 - May - 06

Location: Unit G-E Fifth Avenue Place, 5th Avenue 21st Drive, Fort Bonifacio Global City, Taguig.

I have received the following Equipment:

Make: HP Laptop

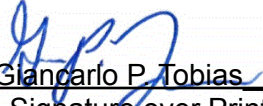
Model: OP5L

Serial Number: 552X69X305

- I understand that I am being issued a equipment as a tool to facilitate my work - I understand that I am responsible for the equipment issued to me and that I will care for the equipment in such a manner to prevent loss or damage

- The equipment issued to me is strictly for work and not for any personal matters - In the case of any damages or abuse of the equipment, or because of my failure to follow company technology acceptable use policies, including this agreement, I understand that I will be held accountable for it

- I understand that I will return the equipment to the company upon the end of my contract
By signing this document, I am accepting and agreeing to the terms of use for this device


Giancarlo P. Tobias
Employee Signature over Printed Name

12-05-2022
Date