

	Reference No.: BatStateU-FO-PMO-05	Effectivity Date: July 16, 2018	Revision No.: 01
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PROJECT MANAGEMENT OFFICE

Date				Campus		Main 1		Lipa City		San Juan		Lemery		Malvar
	mm	dd	yy			Main 2		Rosario		Balayan		Nasugbu		Lobo

Job Order Request Form	
	PURPOSE OF REQUEST:

Requested by:	
Signature	
Printed Name	
Designation	

Approved by:
Engr. ANTONIO A. GAMBOA
Director, Project Management Office

-To be filled-out by PMO Staff ONLY-	Prepared by:	Signature	Date
	Gov. Pablo Borbon Campus I, Rizal Avenue Extension, Batangas City Contact No. (043) 980-0385 Loc. 1121		
	Accomplished Documents:		
	<input type="checkbox"/> Plans		
	<input type="checkbox"/> Bill of Materials and Cost Estimates (BOQ)		
	<input type="checkbox"/> Scope of Works		
	<input type="checkbox"/> Specifications for General Constitution		
	<input type="checkbox"/> PERT/CPM/GANTT CHART		
	<input type="checkbox"/> Others		
	Status: <input type="checkbox"/> Draft <input type="checkbox"/> Final <input type="checkbox"/> Revised		
	Remarks:		
Received by:		Date:	