DEPARTMENT OF TRANSPORTATION

BAGONG PILIPINAS

ELECTRICAL REPAIR JOB ORDER (ERJO)

ERJO NO: _____

TO: THE GSD ELECTRICIAN
General Services Division
This Department

Please undertake electrical repair/installation of facilities located in the _____
(Services/Division)

_____
Service/Division Chief

PRE-REPAIR INSPECTION REPORT

Supply Code	Nature of Repair Installation	Description of supplies to be used	QUANTITY		
			ESTIMATE	APPROVED	ISSUED

PREPARED BY:	NOTED BY:	SUPPLIES ISSUED BY:	RECEIVED BY:
REQUISITIONER	CHIEF, AMD	STOREKEEPER	GSD ELECTRICIAN
DATE	DATE	DATE	DATE

POST-REPAIR INSPECTION REPORT

Supply Code	Description of supplies to be used	QUANTITY			REMARKS
		ISSUED	ACTUAL	BALANCE	

ACCEPTED BY:	POST INSPECTED BY:	NOTED BY:
REQUISITIONER	AMD INSPECTOR	CHIEF, AMD
DATE	DATE	DATE