



**SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM**

ATM-FM08

**To** : AA - SEMPADI FARM  
**From** : Information Technology Service Office  
**Date** : 14th September 2022

**SUMMARY OF IT ASSET 2022 & BUDGET 2023**

We refer to the above matter.

Following is the summary for AA - SEMPADI FARM :

**A. Summary of IT Asset**

No. Of Staff	Desktop	Printer (Dot Matrix)	Printer (InkJet)	Projector
18	4	1	1	1

**B. Detailed Information Of Active IT Asset**

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Wong Chung Yu	Desktop	Dell OptiPlex 3060	1014714 / AA-SMFM01 / H2NZVV2
2.	Stefance Edberg Anak Daniel	Desktop	Dell OptiPlex 3060	1014715 / AA-SMFM02 / H2JXVV2
3.	Hazijah Binti Mat	Desktop	Dell OptiPlex 3060	1014716 / AA-SMFM03 / H392WV2
4.	HAZIJAH BINTI MAT	Desktop	Dell OptiPlex 3070	1018-10-14 / AA-SMFM05 / HCCCX53
5.	Hazijah Binti Mat	Printer (Dot Matrix)	Epson LQ-310	1011975 / AA-SMFM01 / R9DY251608
6.	Hazijah Binti Mat		Others	/ WH-AGRO01 / KG7F860090L
7.	Hazijah Binti Mat		Others	/ AA-SMPD 01 / CN9664814G

**D. Pending Purchasing For 2022**

**Tech Refresh**

No.	User	Device	Model	PO No.

**New Request**

No.	User	Device	Model	PO No.
1.	New	Desktop	Dell Optiplex 3070	4500189825

**E. Budget Plan For 2023**

**Manage IT Asset**

No.	User	Device	Model	Computer Name/ Serial No.	Remark

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**New Request**

No.	User	Device	Model	PO No.

If the information above is incorrect, please notify us via email to [itso.survey@cpmalaysia.com](mailto:itso.survey@cpmalaysia.com) before 25 August 2022.

Thank You

Yours faithfully,

**Information Technology Service Office**

*INTERNAL USE*  
*Effective Date : 30 May 2019*