



SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

To : AA - SEMPORNA PROCESSING PLANT

From : Information Technology Service Office

Date : 29th August 2022

SUMMARY OF IT ASSET 2022 & BUDGET 2023

We refer to the above matter.

Following is the summary for AA - SEMPORNA PROCESSING PLANT :

A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Others	Printer (Dot Matrix)
16	10	1	2	1

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	LUKAS LO	Laptop	Dell Latitude 3410	/ AA-SPNPPTNB01 / BXV9403
2.	JEFRI BIN ABD LAJID	Desktop	Dell Optiplex 3046	/ AA-SPNPPT15 / F6L71H2
3.	ABDUL AZIZ BIN NARAYANAN	Desktop	Dell Optiplex 3050	/ AA-SPNPPT20 / F9PX9P2
4.	MARDZIAH BINTI JAKARIAH	Desktop	Dell Optiplex 3050	/ AA-SPNPPT03 / F9SZ9P2
5.	SARAN BIN TADING	Desktop	Dell Optiplex 3050	/ AA-SPNPPT02 / F9NT9P2
6.	SUAIBA BINTI KURAGA	Desktop	Dell Optiplex 3050	/ AA-SPNPPT04 / F9KX9P2
7.	SABARIAH BINTI PATAH	Desktop	Dell Optiplex 3050	/ AA-SPNPPT24 / F9HX9P2
8.	MUHAIMIN BIN AB. HARIM	Desktop	Dell Optiplex 3050	/ AA-SPNPPT25 / F9R0BP2
9.	IHSAN AHMAD BIN HUSSAIN AHMAD	Desktop	Dell Optiplex 3090	/ AA-SPNPPT31 / 87CLPP3
10.	MASNI BINTI KURAGA	Desktop	Dell Optiplex 3090	/ AA-SPNPPT29 / 97CLPP3
11.	NORZALIAH BINTI TARAPIDU	Desktop	Dell Optiplex 3090	/ AA-SPNPPT28 / B7CLPP3
12.	AINA ATIQA BINTI MUHAMAD JIFRI	Printer (Dot Matrix)	Epson LQ-300+II	/ AA-SMPTPRT01 / G82Y294571
13.	SUAIBA BINTI KURAGA	Others	Others	/ AA-IPPH46 / 3142018111403982
14.	SUAIBA BINTI KURAGA	Others	Others	/ AA-IPPH57 / 3142018111403831

D. Pending Purchasing For 2022

Tech Refresh

No.	User	Device	Model	PO No.

New Request

No.	User	Device	Model	PO No.

E. Budget Plan For 2023**Manage IT Asset**

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

New Request

No.	User	Device	Model	PO No.

If the information above is incorrect, please notify us via email to itso.survey@cpmalaysia.com before 25 August 2022.

Thank You

Yours faithfully,

Information Technology Service Office

INTERNAL USE
Effective Date : 30 May 2019