

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

ATM-FM08

**To** : AQUA - SETAPAK HQ ( CREDIT CONTROL )

**From** : Information Technology Service Office

**Date** : 5th September 2022

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

We refer to the above matter.

Following is the summary for AQUA - SETAPAK HQ ( CREDIT CONTROL ) :

**A. Summary of IT Asset**

No. Of Staff	Desktop	Laptop	Others
4	2	1	2

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

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	NUR FATIMAH BT MOHD FAUZI	Desktop	Dell Optiplex 3046	/ SFM-STPFN03 / 6J41TF2
2.	RONGRIT MUKDAWICHIT	Laptop	Dell Latitude 5290	1003-02-04 / AA-STHQNB07 / DZ46SQ2
3.	RONGRIT MUKDAWICHIT	Others	Others	/ AA-IPPH27 / 3142018111406406
4.	TEH MOON PING	Desktop	Dell Optiplex 3046	/ SFM-STPFN01 / FQ01TF2
5.	WONG JIA XIAN	Others	Others	/ AA-IPPH19 / 3142018111406407

**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](mailto:itso.survey@cpmalaysia.com) before 25 August 2022.

Thank You

Yours faithfully,

**Information Technology Service Office**

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