



SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

To : AQUA - SETAPAK HQ (CUSTOMER SERVICE)

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 (CUSTOMER SERVICE) :

A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Others
0	3	1	3

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	LEONG SHI LING	Desktop	Dell Optiplex 3050	1003-01-26 / AA-STHQFS05 / 9ZL69R2
2.	LEONG SHI LING	Others	Others	/ AA-IPPH12 / 3140018092D04796
3.	Lim Su King	Desktop	Dell OptiPlex 3046	/ AA-STPSL01 / 6HZ0TF2
4.	LIM SU KING	Others	Others	/ AA-IPPH20 / 3142018101410883
5.	NORAINI BINTI ABU BAKAR	Desktop	Dell Optiplex 3050	1003-01-25 / AA-STHQFS04 / 9ZK09R2
6.	NORAINI BINTI ABU BAKAR	Others	Others	/ AA-IPPH11 / 3140018092D04601
7.	PHANG HUEY JIUN	Laptop	Dell Latitude 3490	1003-02-05 / AA-STHQNB09 / 20ZRKR2

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.

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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