



## SUMMARY ASSET DECLARATION 2020 &amp; BUDGET SURVEY 2021 FORM

ATM-FM08

**To** : AQUA - SETAPAK HQ ( ENGINEERING )

**From** : Information Technology Service Office

**Date** : 5th September 2022

## SUMMARY OF IT ASSET 2022 &amp; BUDGET 2023

We refer to the above matter.

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

## A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Others	Printer (InkJet)
31	1	3	2	0

## B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Charoen Sangthong	Laptop	Dell Latitude 3400	1005280 / AA-STPENGNB02 / 5RP2XZ2
2.	Prasert Pattapat	Laptop	Dell Latitude 5290	CP IT / AA-STPENGNB01 / 15T1QN2
3.	PUI SHIAU LING	Desktop	Dell OptiPlex 3046	/ AA-STPOF02 / 6HY3TF2
4.	PUI SHIAU LING	Others	Others	/ AA-IPPH49 / 3142018111406459
5.	Uthit Chuaykuea	Laptop	Dell Latitude 3480	1002909 / AA-STHQNB04 / CXG53L2
6.	YUNNE LOW XIAO HUI	Others	Others	/ AA-IPPH10 / 314201811811406460

## 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*