



To : AA - SITIAWAN HATCHERY FARM
From : Information Technology Service Office
Date : 25th August 2022

SUMMARY OF IT ASSET 2022 & BUDGET 2023

We refer to the above matter.

Following is the summary for AA - SITIAWAN HATCHERY FARM :

A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Printer (Dot Matrix)
10	7	2	1

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Athipat Thipwong	Laptop	Dell Latitude 3400	/ AA-STWNB01 / 7NGBHT2
2.	VICHAI SRIKANTAMART	Laptop	Dell Latitude 3480	/ AA-DSHTNB30 / DN81PJ2
3.	M. MUSTAKIM IQBAL B M. SUPIAN	Desktop	Dell Optiplex 3050	/ AA-STW01 / 6Z6VZL2
4.	M. MUSTAKIM IQBAL B M. SUPIAN	Desktop	Dell Optiplex 3050	/ AA-STW02 / 6YZRZL2
5.	M. MUSTAKIM IQBAL B M. SUPIAN	Desktop	Dell Optiplex 3050	/ AA-STW03 / 6Z6SZL2
6.	M. MUSTAKIM IQBAL B M. SUPIAN	Desktop	Dell Optiplex 3050	/ AA-STW04 / 6Z5VZL2
7.	Suriani Mujan Anak Evai	Desktop	Dell Optiplex 3080	/ AA-MGHT03 / 9J40DJ3
8.	M. MUSTAKIM IQBAL B M. SUPIAN	Desktop	Dell Optiplex 3090	/ AA-STW06 / G8SDPQ3
9.	M. MUSTAKIM IQBAL B M. SUPIAN	Desktop	Dell Optiplex 3090	/ AA-STW05 / H8SDPQ3
10.	M. MUSTAKIM IQBAL B M. SUPIAN	Printer (Dot Matrix)	Epson LQ-310	/ AA-STWDotMatrix / R9DY293439

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

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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 before 25 August 2022.

Thank You

Yours faithfully,

Information Technology Service Office

INTERNAL USE
Effective Date : 30 May 2019