SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 *FORM*

ATM-FM08

To : PCM - MONT KIARA OFFICE
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 PCM - MONT KIARA OFFICE :

A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Others	Printer (Dot Matrix)	Printer (InkJet)	Printer (LaserJet)	Projector
44	9	33	16	4	1	3	1

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	CHLOE NG SIEW WEAI	Printer (LaserJet)	Canon	8010-01-24 / Pixma / iP3680
2.	JEFFREY	Printer (LaserJet)	Dell C1765nfw	2022-02-25 / PCM-PRT04 / C6FKQV1
3.	Toh Wee Nee	Laptop	Dell Latitude 3420	/ PCM-MKNB30 / 56JV1B3
4.	MICHAEL CHANG CHONG JIN	Laptop	Dell Latitude 3420	/ PCM-MKNB10 / 5LCFR93
5.	KOH HUI SZU	Laptop	Dell Latitude 3420	/ PCM-MKOFNB26 / 9LCFR93
6.	WONG CHET YNG	Laptop	Dell Latitude 3420	/ PCM-MKOFNB27 / GG71QG3
7.	JEFFREY	Laptop	Dell Latitude 3420	/ PCM-MKOFNB29 / DLCFR93
8.	ANNIE TAN BEE EAN	Laptop	Dell Latitude 3420	/ PCM-MKOFNB28 / FLB1QG3
9.	CHOO KIN WAH	Laptop	Dell Latitude 3420	/ PCM-MKOFNB04 / BLCFR93
10.	CHLOE NG SIEW WEAI	Laptop	Dell Latitude 3420	/ PCM-MKNB12 / CLCFR93
11.	ANNIE TAN BEE EAN	Laptop	Dell Latitude 3420	/ PCM-MKNB23 / 8LCFR93
12.	ONG CHIN HAN	Laptop	Dell Latitude 3420	/ PCM-MKNB22 / 6LCFR93
13.	LEONG YONG HUI	Laptop	Dell Latitude 3470	8010-03-30 / PCM-MKNB14 / FF874C2
14.	Fion Law Fui Lean	Laptop	Dell Latitude 3480	8010-04-03 / PCM-MKOFNB25 / 14PSKJ2
15.	CHLOE NG SIEW WEAI	Laptop	Dell Latitude 3480	8010-04-01 / PCM-MKOFNB09 / HYJ94F2
16.	HIU KEE YANG	Laptop	Dell Latitude 3480	8010-04-04 / PCM-MKNB13 / 24PSKJ2
17.	CHIN WEI KET	Laptop	Dell Latitude 3480	8010-04-07 / PCM-MKNB15 / H3PSKJ2
18.	JEFFREY	Laptop	Dell Latitude 3480	8010-04-06 / PCM-MKOFNB24 / G3PSKJ2
19.	Tan Yee Tiam	Laptop	Dell Latitude 3480	8010-04-05 / PCM-MKOFNB23 / F3PSKJ2
20.	TEE SHU WOEY	Laptop	Dell Latitude 3480	8010-04-12 / PCM-MKNB21 / 3GFXTJ2
21.	FARAH ATIQAH ZAWANI BINTI YAKOB	Laptop	Dell Latitude 3480	/ PCM-MKOFNB35 / J3PSKJ2

22.	EVELYN CHAI CHANG LI	Laptop	Dell Latitude 3490	/ PCM-MKOFNB01 / JMNTDP2
23.	Soo Kian Tat	Laptop	Dell Latitude 3490	8010-04-26 / PCM-MKOFNB19 / 97DB1W2
24.	Chia Keong Hee	Laptop	Dell Latitude 3490	8010-04-24 / PCM-MKOFNB11 / 6V6B1W2
25.	Cheong Soo Yee	Laptop	Dell Latitude 3490	8010-04-27 / PCM-MKOFNB22 / 98DB1W2
26.	Yong Kok Wei	Laptop	Dell Latitude 3490	8010-04-25 / PCM-MKOFNB13 / 88DB1W2
27.	Chia Keong Hee	Laptop	Dell Latitude 3490	8010-04-30 / PCM-MKOFNB15 / H8DB1W2
28.	LIM CHOONG CHIN	Laptop	Dell Latitude 3490	8010-05-02 / PCM-MKOFNB26 / 18DB1W2
29.	CHLOE NG SIEW WEAI	Laptop	Dell Latitude 3490	8010-04-22 / PCM-MKOFNB12 / JS6B1W2
30.	SOO KEE CHIN	Laptop	Dell Latitude 3490	8010-04-28 / PCM-MKOFNB14 / C7DB1W2
31.	CHONG CHEE CHOONG	Laptop	Dell Latitude 3490	8010-04-29 / PCM-MKOFNB17 / DRB6B1W2
32.	LIM CHUN KEAT	Laptop	Dell Latitude 3490	8010-05-01 / PCM-MKOFNB16 / HT6B1W2
33.	LIM CHUN KEAT	Laptop	Dell Latitude E6520	8010-02-11 / PCM-MKNB06 / 8NB7DS1
34.	LIM CHUN KEAT	Laptop	Dell Latitude E6520	8010-02-05 / PCM-MKNB02 / 8DFS6R1
35.	ZAFIRAH BINTI ZAINAL ABIDIN	Desktop	Dell Optiplex 3050	8010-04-16 / PCM-MKOF07 / 3WJY9P2
36.	MOHAMAD HARITH BIN AHMAD NASRI	Desktop	Dell Optiplex 3050	8010-04-15 / PCM-MKOF08 / 3WK0BP2
37.	CHIN WEI KET	Desktop	Dell OptiPlex 3060	8010-05-03 / PCM-MKAC01 / GJNT8X2
38.	SHAIRAFIZA BINTI MOHAMAD SHARIF	Desktop	Dell OptiPlex 3060	8010-05-04 / PCM-MKOF01- / GK5T8X2
39.	LAI KAR YEI	Desktop	Dell OptiPlex 3060	8010-05-07 / PCM-MKOF09 / GJRS8X2
40.	WAN NABILA BINTI WAN AB HAKIM	Desktop	Dell OptiPlex 3060	8010-05-08 / PCM-MKOF04- / GJTS8X2
41.	NUR ZIANA BINTI MAT SAMAN	Desktop	Dell OptiPlex 3060	8010-05-05 / PCM-MKOF03- / GK319X2
42.	SOO KEE CHIN	Desktop	Dell OptiPlex 3060	1007-08-15 / PCM-MKOF06 / GJXT8X2
43.	SOO KEE CHIN	Desktop	Dell OptiPlex 790	8010-02-04 / PCM-MKOF05 / 1KJ2C2S
44.	HIU KEE YANG		Dell v313w	8010-02-15 / Dell V515W / 3603DJ1
45.	JEFFREY	Printer (Dot Matrix)	Epson LQ-2180	8010-01-07 / PCM-PRT01 / BE9Y233509
46.	WAN NABILA BINTI WAN AB HAKIM	Printer (Dot Matrix)	Epson LQ-2180	8010-01-30 / PCM-PRT02 / BE9Y104345
47.	JEFFREY	Printer (Dot Matrix)	Epson LQ-2190	8010-02-21 / PCM-PRT03 / MK3Y030948
48.	SHAIRAFIZA BINTI MOHAMAD SHARIF	Printer (Dot Matrix)	Epson LQ-2190	/ PCM-PRT05 / MK3Y074075
49.	CHLOE NG SIEW WEAI		HP F2480	/ 3M x64W / F8H001465
50.	Chia Keong Hee	Others	Others	/ pcm-tab01 / 357645/05/027522/2
51.	Chong Chee Choong	Others	Others	/ pcm-tab02 / 357645/05/020647/4
52.	Hiu Kee Yang	Others	Others	/ pcm-tab03 / 357645/05/027975/2
53.	Chong Chee Choong	Others	Others	/ pcm-tab04 / 357645/05/027475/3
54.	Lim Chun Keat	Others	Others	/ pcm-tab05 / 357645/05/027448/0
55.	Lim Choong Chin	Others	Others	/ pcm-tab06 / 357645/05/028056/0
56.	Lim Chun Keat	Others	Others	/ pcm-tab07 / 357645/05/006616/5

57.	Fion Law Fui Lean	Others	Others	/ pcm-tab08 / 357645/05/0206055/2
58.	Chong Chee Choong	Others	Others	/ PCM-TAB10 / 357645/05/025082/9
59.	Michael Chang Chong Jin	Others	Others	/ PCM-TAB11 / 357645/05/408594/0
60.	Tan Yan Ching	Others	Others	/ PCM-TAB12 / 357645/05/413894/7
61.	Chloe Ng Siew Weai	Others	Others	/ PCM-TAB13 / 357645/05/415280/7
62.	Jeffrey Heng Lim Hoe	Others	Others	/ PCM-TAB15 / 357645/05/022351/1
63.	LEONG YONG HUI	Others	Others	/ PCM-TAB16 / 35764105/032741/1
64.	JEFFREY	Laptop	Others	/ PCM-MKNB20 / GW73FH2
65.	Lim Choong Chin	Others	Others	/ PCM-NB02 / RF1D74D9MTT
66.	ONG CHIN HAN	Others	Others	/ PCM-TAB17 / 357645105/05/41702/4
67.	LIM CHUN KEAT	Printer (LaserJet)	Others	/ ImageCLASS LBP6030 / NQSA177425

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