

ASSET DECLARATION 2022 & BUDGET SURVEY 2023 **FORM**

ATM-FM07

**To** : Information Technology Service Office**From** : PKA - BUTTERWORTH FEEDMILL**Date** : 9th August 2022**RE : IT ASSET DECLARATION 2022 & IT BUDGET SURVEY 2023**

We refer to the above matter. The following is the declaration for PKA - BUTTERWORTH FEEDMILL :

**A. Summary of IT Asset**

No. Of Staff	Desktop	Laptop	PDA	Printer (Dot Matrix)	Printer (LaserJet)	Printer (Thermal)	Scanner Barcode	Server
68	41	8	3	1	4	4	2	1

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

No.	User	Device	Model	Computer Name/ Serial No.	Remarks
1.	NORDIN BIN SAID	Desktop	Dell Optiplex 3080	PKA-BWWB02/ GTSCJF3	
2.	NOOR BAIZURA BINTI ABDUL LATIF	Desktop	Dell OptiPlex 3060	PKA-BWQC02/ GK0T8X2	
3.	ANG HUI CHENG	Desktop	Dell Optiplex 3050	PKA-BWFM16/ 3TB8MP2	Monitor S/N : C7LBA04 Work From Home
4.	LEE CHERN CHEANG	Desktop	Dell OptiPlex 7010	PKA-BWF012/ 6XN7F2S	TR2021 Backup PC for Control Room
5.	YOON STEEL JOCH	Desktop	Dell Optiplex 3050	PKA-BWFM10/ F7J0BP2	MONITOR SERIAL NUMBER :FGZBKN2
6.	ROSLAN BIN HASSAN	Desktop	Dell Optiplex 3050	PKA-BWFM11/ F7JR9P2	MONITOR SERIAL NUMBER :GGZBKN2
7.	Chong Boon Ee	Desktop	Dell Optiplex 3080	PKA-BWFO05/ 49CHJF3	
8.	Ong Ai Yin	Desktop	Dell Optiplex 3050	PKA-BWFM12/ F7JT9P2	MONITOR SERIAL NUMBER :JGZBKN2 CPJ BUTTERWORTH OFFICE User not in BW
9.	LEE CHERN CHEANG	Desktop	Dell OptiPlex 7010	PKA-BWFO10/ F62XYY1	TR2021 Backup PC for Control Room
10.	KUMARAGURU A/L THANAPAL	Desktop	Dell Optiplex 3050	PKA-BWFM09/ F7HZ9P2	MONITOR SERIAL NUMBER :FCZBKN2
11.	CHERN HUCK KEONG	Desktop	Dell Optiplex 3050	PKA-BWFM07/ F7HX9P2	MONITOR SERIAL : DCZBKN2 User keep the PC(Currently using server)
12.	ATIQAHA BINTI RUSLI	Desktop	Dell Optiplex 3080	PKA-BWQC13/ 8NXFTD3	
13.	ATIQAHA BINTI RUSLI	Desktop	Dell OptiPlex 3040	PKA-BWCCTV02/ GJ92YC2	"Express service code : 35992629074 PC for CCTV view at QC Lab
14.	Lee Hsien Wen	Desktop	Dell Optiplex 3050	PKA-BWFM15/ F7GS9P2	MONITOR SERIAL NUMBER :5GZBKN2 FRONT SALE ROOM PKA BUTTERWORTH FEEDMILL User not in office
15.	MUHAMMAD AFIEF FIKRI BIN MOHAMMED SOBRI	Desktop	Dell OptiPlex 3040	PKA-BWAC01/ 9TX4CD2	
16.	NOOR BAIZURA BINTI ABDUL LATIF	Desktop	Dell Optiplex 3080	PKA-BWQC12/ JMXFTD3	
17.	KUANG PING HWA	Desktop	Dell Optiplex 3080	PKA-BWWH05/ 714YTJ3	
18.	YOON STEEL JOCH	Desktop	Dell Optiplex 3080	PKA-BWQC11/ DNXFTD3	
19.	CHAARLES A/L AROKYASAMY	Desktop	Dell Optiplex 3050	PKA-BWFM08/	Monitor serial :DGZBKN2

				F7HT9P2	
20.	PREMALATHA A/P MURUGAYAH	Desktop	Dell Optiplex 3050	PKA-BWFM05/ f7js9p2	Monitor serial number : HCZBKN2
21.	YEOH YEAN CHIN	Desktop	Dell Optiplex 3050	PKA-BWFM04/ F7DT9P2	Monitor Serial number : 3HZBKN2 Sophos 2
22.	LEE CHERN CHEANG	Desktop	Dell Optiplex 3050	PKA-BWFM01/ F7CS9P2	Monitor Serial Number : 601kcn2 Previous monitor serial (1DZBKN2) - REPLACED Sophos 2
23.	NORATIKA BINTI DARUS	Desktop	Dell Optiplex 3050	PKA-BWFM02/ F7D0BP2	Monitor Serial Number : 3GZBKN2 Sophos 2
24.	RAYNU A/P SHELEE	Desktop	Dell Optiplex 3050	PKA-BWFM06/ F7DX9P2	Monitoe serial number : 4DZBKN2 Sophos 2
25.	FRANCIS A/L AROKIASAMY	Desktop	Dell Optiplex 3050	PKA-BWOF07/ GJHH6Q2	Monitor Serial number : DMQDYP2
26.	YEOH YAN SIN	Desktop	Dell OptiPlex 3060	PKA-BWOF13/ GJ9V8X2	
27.	MOHAMMAD NASIR BIN ZAINUDIN	Desktop	Dell OptiPlex 3060	PKA-BWWH03/ GK4S8X2	
28.	ANG HUI CHENG	Desktop	Dell OptiPlex 3060	PKA-BWFN01/ GJQ09X2	
29.	MUNISWARE A/P MUNUSAMY	Desktop	Dell OptiPlex 3060	PKA-BWWB04/ GK219X2	
30.	SITI FATIMAH BINTI ZULKIFLI	Desktop	Dell OptiPlex 3060	PKA-BWHR03/ GJYY8X2	
31.	MOHD ROSLAN BIN ABDUL HAMID	Desktop	Dell OptiPlex 3060	PKA-BWQC03/ GJWX8X2	
32.	Anthony A/L Arokiasamy	Desktop	Dell OptiPlex 3060	PKA-BWMT05/ GJMS8X2	
33.	MOHD FAIZAL BIN ABU BAKAR	Desktop	Dell OptiPlex 3060	PKA-BWWB05/ GJZV8X2	
34.	STEPEN A/L SALWOM	Desktop	Dell OptiPlex 3060	PKA-BWWH02/ GJKS8X2	
35.	NORDIN BIN SAID	Desktop	Dell OptiPlex 3060	PKA-BWWB03/ GJVS8X2	
36.	CHERN HUCK KEONG	Desktop	Dell OptiPlex 3070	PKA-BWFM19/ HT4GX53	SN : FMLLS33
37.	KHOO MING SOON	Desktop	Dell OptiPlex 3070	PKA-BWFM18/ HT3HX53	SN:2MLLS33
38.	Abd Razak Bin Haron	Desktop	Dell OptiPlex 3070	PKA-BWFM17/ HT5FX53	SN:JMLLS33
39.	KHOO MING SOON	Desktop	Dell OptiPlex 3070	PKA-BWFM20/ HT4JX53	SN:6NLLS33
40.	KHOO MING SOON	Desktop	Dell OptiPlex 3070	PKA-BWFM21/ DWZ1X63	SN : 1PLLS33
41.	SITI NOOR YUSRA BINTI MOHD SUBRI	Desktop	Dell Optiplex 3050	PKA-BWFM03/ F7HW9P2	
42.	STEPEN A/L SALWOM	Printer (Thermal)	Intermec PD42	PKA- BWINTR01/ 3671440056	intermec pd42 thermal printer
43.	STEPEN A/L SALWOM	Printer (Thermal)	Intermec PD42	PKA- BWINTR02/ 3671440059	PRINTER INTERMEC PD42 Packing Office
44.	ATIQAHA BINTI RUSLI	Printer (Thermal)	Zebra ZT220	PKA- BWZEBRA/ 52J150601010	QC Lab
45.	ATIQAHA BINTI RUSLI	Printer (Thermal)	Intermec PD42	PKA- BWINTR03/ 01271140077	QC LAB
46.	NG CHIN WEI	Laptop	Dell Latitude 3420	PKA-BWNB06/ H8JV1B3	
47.	EW ENG SENG	Laptop	Dell Latitude E5440	PKA-BWNB03/ 32Z6YZ1	
48.	Kok Kah Mun	Laptop	Dell Latitude E5440	PKA-BWNB04/ 5TY6YZ1	B2020
49.	LEE CHERN CHEANG	Laptop	Dell Latitude 3420	PKA-BWNB07/ FJ0TG3	FJ70TG3
50.	Chong Boon Ee	Laptop	Dell Latitude 3400	PKA-BWNB02/ JM5BNT2	
51.	CHERN HUCK KEONG	Laptop	Dell Latitude 3420	PKA-BWNB08/	

				GK80TG3	
52.	EW ENG SENG	Laptop	Dell Latitude 3420	PKA-BWNB10/ 8124PL3	
53.	MUNISWARE A/P MUNUSAMY	Printer (Dot Matrix)	Epson LQ-310	LQ310- PKABWFM01/ R9DY423204	
54.	YOON STEEL JOCH	Printer (LaserJet)	HP Laserjet Pro M227fdn MFP	PKA-BTW01/ VNL3G00798	
55.	Mohammad Nasir Bin Zainudin	Printer (LaserJet)	HP P2015	P2015/ CNC1H09628	
56.	MUNISWARE A/P MUNUSAMY	Printer (LaserJet)	Dell E515DW	E515DW- PKABWFM01/ 233L132	"DELL 5 YEARS WARRANTY " location F/G Warehouse
57.	KUANG PING HWA	Printer (LaserJet)	HP 1022	PKA- BWPRINTER01/ VNC6N00551	Printer HP Laserjet Pro M102A Control Room

### C. Inactive IT Asset

The following asset list is not able to trace during IT Preventive Maintenance 2022 as confirmed by person in charge :

No.	User	Device	Model	Computer Name/ Serial No.	Remarks
1.	Chong Boon Ee	Laptop	Dell Latitude E6330	PKA- BWNB01/ FCDVVZ1	B2020 In safe box

We agreed that all inactive asset will be removed from IT Asset Listing.

### D. Pending Purchasing For 2022

#### Tech Refresh

No.	User	Device	Model	PO No.
1.	KUANG PING HWA	Desktop	Dell Optiplex 3080	4500229323
2.	NG CHIN WEI	Laptop	Dell Latitude 3420	4500216734

#### New Request

No.	User	Device	Model	PO No.
1.	Abdul Fattah	Desktop	Dell Optiplex 3070	4500191456
2.	Lee Chern Cheang	Desktop	Dell Optiplex 3070	4500191457
3.	Khoo Ming Soon	Desktop	Dell Optiplex 3070	4500191458
4.	Abd Razak Bin Haron	Desktop	Dell Optiplex 3070	4500191459
5.	Lee Chern Cheang	Desktop	Dell Optiplex 3070	4500191455

### E. Budget Plan For 2023

#### Manage IT Asset

No.	User	Device	Model	Computer Name/ Serial No.	Remark

#### Additional

No.	Device	Quantity	Purpose

1.	Laptop		
2.	Desktop		
3.	Printer		
4.	Others ( )		

Hereby, we clarify the information given is accurate and complete.

Thank you

Yours faithfully,

\*Approval is required for 'Budget Plan 2023' only. You may ignore this part if not related  
Approved by,

( )  
**Head of Department/Plant/Farm/Hatchery**

( )  
**AVP and above**

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