



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

ATM-FM08

**To** : PKA - PORT KLANG FEEDMILL ( FINANCE )

**From** : Information Technology Service Office

**Date** : 13th August 2022

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

We refer to the above matter.

Following is the summary for PKA - PORT KLANG FEEDMILL ( FINANCE ) :

## A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Printer (Dot Matrix)
16	3	4	1

## B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Asmaa Aqilah Binti Mukhtar	Desktop	Dell Optiplex 3050	/ PKA-PKFN04 / 3WHX9P2
2.	Asmaa Aqilah Binti Mukhtar	Desktop	Dell OptiPlex 3070	/ PKA-PKFN05 / 71NX933
3.	Farhana binti Misri	Printer (Dot Matrix)	Epson LQ-300+	/ Epson LQ300+ (1) / C39502011L086X03026
4.	Farhana binti Misri	Desktop	Dell Optiplex 3050	1007410 / PKA-PKFN01 / 3VXT9P2
5.	Lim Kai Li	Laptop	Dell Vostro 3350	/ TTM-RWNB24 / 7HDGJP1
6.	Lim Kai Li	Laptop	Dell Latitude 3420	/ PKA-PKNB65 / 3YZK2B3
7.	Wee Ai Mei	Laptop	Dell Latitude 3420	/ PKA-PKNB64 / 53JV1B3
8.	Yap Lee Meng	Laptop	Dell Latitude 5290	1008608 / PKA-PKFN06 / 1V0DRV2

## 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 [itsa.survey@cpmalaysia.com](mailto:itsa.survey@cpmalaysia.com) before 25 August 2022.

Thank You

Yours faithfully,

**Information Technology Service Office**

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