



To : Information Technology Service Office
From : PKA - SENAWANG PLANT (WAREHOUSE)
Date : 10th August 2022

RE : IT ASSET DECLARATION 2022 & IT BUDGET SURVEY 2023

We refer to the above matter. The following is the declaration for PKA - SENAWANG PLANT (WAREHOUSE) :

A. Summary of IT Asset

No. Of Staff	Desktop	PDA	Printer (Dot Matrix)	Printer (LaserJet)
47	17	1	17	1

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Computer Name/ Serial No.	Remarks
1.	MOHD HELMI BIN SUHARDI	Desktop	Dell OptiPlex 3070	PKA-SWFPP02/ 73KK643	
2.	FAZIRUL IKHWAN BIN MOHD RASI	Desktop	Dell OptiPlex 3040	PKA-SWFP13/ BNVH8F2	Sophos
3.	SABARIYA BEEVI BINTI MOHAMED ESOOF	Desktop	Dell OptiPlex 7010	PKA-SWFPP10/ 4N1XYY1	TR2021 - JAN (PCA : 6523102018 & CCA : 652310200)
4.	NORHAZWANI BT MOHAMAD ADAM	Desktop	Dell OptiPlex 7010	PKA-SWFPP33/ 781XYY1	TR2021 - JAN (PCA : 6523102065 & CCA : 652310200)
5.	NURNILAM SARI ABDUL GANI	Desktop	Dell Optiplex 3080	PKA-SWFT08/ 2GTZCJ2	
6.	Mohamad Zaki Bin Sulaiman	Desktop	Dell Optiplex 3050	PKA-SWLAB07/ 3T75MP2	Monitor : DH1CKN2 PKA Sri Senawang WH Sophos 2
7.	Mohamad Zaki Bin Sulaiman	Desktop	Dell OptiPlex 3060	PKA-SWLAB06/ JPJ1T92	Senawang lab warehouse
8.	MOHD HELMI BIN SUHARDI	Desktop	Dell OptiPlex 3070	PKA-SWFPP03/ 73KL643	
9.	Wan Julia Naida Binti Ramli	Desktop	Dell OptiPlex 3070	PKA-SWWH18/ 73KM643	5CCCB23
10.	Ugaraaj A/L Segar	Desktop	Dell OptiPlex 3070	PKA-SWWH07/ HCCJX53	
11.	Mohamad Sharul Nizam Bin Suliman	Desktop	Dell OptiPlex 780	PKA-SWFPP02/ 9DS692S	Muhamad Irfan bin Mohd Rasid
12.	FAZIRUL IKHWAN BIN MOHD RASI	Desktop	Dell Optiplex 3080	PKA-SWWH05/ C3NCJF3	
13.	SABARIYA BEEVI BINTI MOHAMED ESOOF	Desktop	Dell Optiplex 3090	PKA-SWFPP20/ G4RWXP3	
14.	NORHAZWANI BT MOHAMAD ADAM	Desktop	Dell Optiplex 3090	PKA-SWPK30/ BKDKPQ3	
15.	Mohamad Sharul Nizam Bin Suliman	Printer (Dot Matrix)	Epson LQ-300+II	EPSON02/ G82Y252446	
16.	Wan Julia Naida Binti Ramli	Printer (Dot Matrix)	Epson LQ-310	EPSON05/ R9DY146309	PKA Senawang
17.	Mohamad Zaki Bin Sulaiman	Printer (Dot Matrix)	Epson LQ-300+	Epson LQ-300+ WH/ DCAY172154	SRI SENAWANG STORE
18.	MOHD HELMI BIN SUHARDI	Printer (Dot Matrix)	Epson LQ-2180	lq2180 -fpp warehouse/ BE9Y217457	
19.	Muhd Fikri Bin Abdul Rahman	Printer (Dot Matrix)	Epson LQ-2190	lq2190(mswong)/ MK3Y000190	
20.	NORHAZWANI BT MOHAMAD ADAM	Printer (Dot Matrix)	Epson LQ-310	PKA -LQ310/ R9DY423426	
21.	FAZIRUL IKHWAN BIN MOHD	Printer (Dot	Epson LQ-2190	PKASW_LQ2190/	

	RASI	Matrix)		MK3Y042139	
22.	Wan Julia Naida Binti Ramli	Printer (Dot Matrix)	Epson LQ-300+	EPSON LQ-300+1/ DCAY138796	
23.	Wan Julia Naida Binti Ramli	Printer (Dot Matrix)	Epson LQ-2190	WH-AGRO08/ MK34014267	PKA senawang
24.	NORHAZWANI BT MOHAMAD ADAM	Printer (Dot Matrix)	Epson LQ-310	PKA-SWPD01/ R9DY426515	
25.	NORHAZWANI BT MOHAMAD ADAM	Printer (Dot Matrix)	Epson LQ-310	PKA-SWPD02/ R9DY42326	
26.	Mohamad Zaki Bin Sulaiman	Printer (Dot Matrix)	Epson LQ-310	PKA-SWFPP 01/ R9DY145604	
27.	MUHAMMAD NIZAR BIN JAFFAR	Printer (Dot Matrix)	Epson LQ-2190	PKA-SWFPPD01/ MK3Y014267	
28.	MOHD HELMI BIN SUHARDI	Printer (Dot Matrix)	Epson LQ-300+II	PKA-SWFPPD02/ G82Y259785	

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.	Mohamad Khairul Bin Zulkepli	Desktop	Dell OptiPlex 780	PKA-SWWH04/ CDFT72S	TR2021 Damaged psu
2.	Mohamad Zaki Bin Sulaiman	Printer (Dot Matrix)	Epson LQ-2190	Epson LQ2190 WH/ MK3Y000247	Warehouse-Store
3.	Wan Julia Naida Binti Ramli	Printer (LaserJet)	HP P2015	CNC1G31328/ CNC1G31328	Damaged Returned to IT
4.	Wan Julia Naida Binti Ramli	Desktop	Dell OptiPlex 790	PKA-SWFP05/ 7CVHC2S	B2020 Tech Refresh Damaged
5.	ZUHAILIL ANUAR BIN MOHD ZUKI	Desktop	Dell OptiPlex 780	PKA-SWFP10/ C0FT72S	TR2021 - JAN (PCA : 6523101001 & CCA : 652310100) Damaged

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.

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
1.	SABARIYA BEEVI BINTI MOHAMED ESOOF	Desktop	Dell OptiPlex 7010	PKA-SWFPP10/ 4N1XYY1	TR2021 - JAN (PCA : 6523102018 & CCA : 652310200)
2.	NORHAZWANI BT MOHAMAD ADAM	Desktop	Dell OptiPlex 7010	PKA-SWFPP33/	TR2021 - JAN (PCA : 6523102065 & CCA : 652310200)

				781XYY1	
3.	Mohamad Zaki Bin Sulaiman	Desktop	Dell Optiplex 3050	PKA-SWLAB07/3T75MP2	Monitor : DH1CKN2 PKA Sri Senawang WH Sophos 2
4.	Mohamad Sharul Nizam Bin Suliman	Desktop	Dell OptiPlex 780	PKA-SWFPP02/9DS692S	Muhamad Irfan bin Mohd Rasid

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
WAREHOUSE

()
AVP and above
WAREHOUSE