



To : CPJ - TANGKAK FARM BRC1
From : Information Technology Service Office
Date : 30th August 2022

SUMMARY OF IT ASSET 2022 & BUDGET 2023

We refer to the above matter.

Following is the summary for CPJ - TANGKAK FARM BRC1 :

A. Summary of IT Asset

No. Of Staff	Desktop
3	1

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Muhamad Alif bin Mohamad Zaki	Desktop	Dell Optiplex 3080	/ CPJ-TK1FM01 / 2NXFTD3

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

