



# SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

**To** : PKA - JOHOR OFFICE  
**From** : Information Technology Service Office  
**Date** : 26th August 2022

## SUMMARY OF IT ASSET 2022 & BUDGET 2023

We refer to the above matter.

Following is the summary for PKA - JOHOR OFFICE :

### A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Printer (Dot Matrix)
9	3	1	1

### B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	SURIYO CHANTAKHET	Laptop	Dell Latitude 5290	/ PKA-TLNB03 / H5T1QN2
2.	FAM NYOK MUI	Desktop	Dell OptiPlex 3070	/ PKA-JHOF03 / HCCKX53
3.	ROSHAFIZAN BINTI SUYUT	Desktop	Dell Optiplex 3070	/ PKA-JHOF04 / HC9GX53
4.	FAM NYOK MUI	Printer (Dot Matrix)	Epson LQ-300+II	/ PKA-JHRPRT01 / G82Y226320
5.	THEIVANAI A/P SUBRAMANIAM	Desktop	Others	/ PKA-JHROF10 / DRSCJF3

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

Thank You

Yours faithfully,

**Information Technology Service Office**

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