



SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

To : PKA - KUANTAN FARM (PK3)
From : Information Technology Service Office
Date : 7th September 2022

SUMMARY OF IT ASSET 2022 & BUDGET 2023

We refer to the above matter.

Following is the summary for PKA - KUANTAN FARM (PK3) :

A. Summary of IT Asset

No. Of Staff	Desktop	Printer (Dot Matrix)
8	6	3

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	ROLIZA BINTI NASIL	Desktop	Dell Optiplex 3040	2021-10-22 / PKA-RBFRM02 / 86G5YC2
2.	SUZILAWATI BINTI MUHAMMAD ZABIDI	Desktop	Dell Optiplex 3050	/ PKA-PK307 / 3VVX9P2
3.	MUHAMMAD SHARIL BIN ABDUL RAHMAN	Desktop	Dell Optiplex 3080	/ PKA-PK309 / 8J40DJ3
4.	Hafizatul Akma Binti Azman	Desktop	Dell Optiplex 3080	0000-00-00 00:00:00 / PKA-PK301 / 9GPZNJ3
5.	ROLIZA BINTI NASIL	Desktop	Dell Optiplex 3080	/ PKA-PK310 / BGPZNJ3
6.	NOR ISKANDAR BIN NORAZAMIN	Desktop	Dell Optiplex 9020	1005-05-09 / PKA-PK304 / FLBDH62
7.	SUZILAWATI BINTI MUHAMMAD ZABIDI	Printer (Dot Matrix)	Epson LQ-310	/ PKA-PK3PDM03 / R9DY029095
8.	ROLIZA BINTI NASIL	Printer (Dot Matrix)	Epson LQ-310	/ PKA-PK3PDM01 / R9DY130911
9.	NOR ISKANDAR BIN NORAZAMIN	Printer (Dot Matrix)	Epson LQ-310	1005-05-11 / PKA-PK3PDM02 / R9DY068107

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

INTERNAL USE
Effective Date : 30 May 2019