



**To** : CPJ - SG. SAYONG BREEDER AND HATCHERY

**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 - SG. SAYONG BREEDER AND HATCHERY :

### A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Printer (Dot Matrix)	Printer (LaserJet)	Projector
11	5	1	1	1	1

### B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Rosiah Binti Mohd Sah		Dell 1220	1005159 / CPJ-SSPROJECTOR01 / F982G22
2.	Rosiah Binti Mohd Sah	Printer (LaserJet)	Dell B1265dnf	1002220 / CPJ-SSPRNT01 / 290L7S1
3.	MOHD RASID BIN MAT NOR	Laptop	Dell Latitude E5440	6282-05-12 / CPJ-KTNB01 / J1Z6YZ1
4.	ROSIAH BINTI MOHD SAH	Desktop	Dell Optiplex 3050	/ CPJ-SSBH01 / DF0CMP2
5.	ROSIAH BINTI MOHD SAH	Desktop	Dell Optiplex 3060	/ THF-UT03 / 8WXBBW2
6.	Zaidatul Akmar Bte Mohamed	Desktop	Dell OptiPlex 3060	1016189 / CPJ-SSBH03 / GJGS8X2
7.	Rosiah Binti Mohd Sah	Desktop	Dell OptiPlex 3060	CP IT / CPJ-SSBH02 / BWXBBW2
8.	Zaidatul Akmar Bte Mohamed	Desktop	Dell OptiPlex 790	/ CPJ-SSBH04 / 9RSWC2S
9.	ROSIAH BINTI MOHD SAH	Printer (Dot Matrix)	Epson LQ-300+	2022-04-07 / LQ300+II / DCAY117945

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

Thank You

Yours faithfully,

**Information Technology Service Office**

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