



# SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

**To** : AVM - KOTA BREEDER AND FARM 2

**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 AVM - KOTA BREEDER AND FARM 2 :

### A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Printer (Dot Matrix)	Printer (LaserJet)
3	2	1	1	1

### B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	CHATPISIT RAKSI	Laptop	Dell Latitude 3480	/ CPJ-CKNB01 / 4P81PJ2
2.	MU SALMI BINTI MANSOR	Desktop	Dell OptiPlex 3060	/ AVF-KBFM02 / JPHH2K2
3.	MU SALMI BINTI MANSOR	Desktop	Dell OptiPlex 3060	/ AVM-KBFM04 / JPHG862
4.	MU SALMI BINTI MANSOR	Printer (Dot Matrix)	Epson LQ-300+II	/ AVM-KBFM2 DOT / G82Y252085
5.	MU SALMI BINTI MANSOR	Printer (LaserJet)	HP Laserjet Pro MFP M227fdn	/ CPJ-LASERJET01 / VNH3800238

### 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*