



SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

To : CPJ - RANTAU BREEDER AND FARM

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 CPJ - RANTAU BREEDER AND FARM :

A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Printer (Dot Matrix)	Printer (LaserJet)	Projector
4	3	1	1	0	0

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	SARIFUDDIN BIN SKAK	Laptop	Dell Latitude 3490	/ CPJ-RTBNB01 / 3T6B1W2
2.	NOR AIDAH BINTI SARRIF	Desktop	Dell Optiplex 3060	/ CPJ-RTB02 / JPHHH62
3.	NOR AIDAH BINTI SARRIF	Desktop	Dell Optiplex 3060	1005-04-22 / CPJ-RTB03 / JPHL8F2
4.	NOR AIDAH BINTI SARRIF	Desktop	Dell Optiplex 3060	1006-08-24 / CPJ-RTB01 / H2F0WV2
5.	NOR AIDAH BINTI SARRIF	Printer (Dot Matrix)	Epson LQ-300	/ CPJ-RTPRT01 / G82Y105303

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 before 25 August 2022.

Thank You

Yours faithfully,

Information Technology Service Office

INTERNAL USE
Effective Date : 30 May 2019