



# SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

**To** : PKA - GULAM PEDAS FARM  
**From** : Information Technology Service Office  
**Date** : 29th August 2022

## SUMMARY OF IT ASSET 2022 & BUDGET 2023

We refer to the above matter.

Following is the summary for PKA - GULAM PEDAS FARM :

### A. Summary of IT Asset

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

### B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Mohd Khobib khaisamah Bin Malek	Printer (LaserJet)	Dell B1265dnf	/ PKA-GLMPDS_Printer01 / 104L7S1
2.	Mohd Khobib khaisamah Bin Malek	Desktop	Dell Optiplex 780	/ PKA-GP01 / DCS692S
3.	Mohd Khobib khaisamah Bin Malek	Printer (Dot Matrix)	Epson LQ-300+	/ PKA-GPPD01 / DCAY175717

### 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*