



# SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

**To** : PKA - SENAWANG PLANT ( ACCOUNT (MIS) )

**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 - SENAWANG PLANT ( ACCOUNT (MIS) ) :

### A. Summary of IT Asset

No. Of Staff	Laptop	Projector
2	2	1

### B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	KOBCHAI NIMUDOMSUK	Laptop	Microsoft Surface	/ PKA-SWNB18 / 007098473657
2.	LOI JIA YAO		Epson EB-95	/ dELL1220 / 4VJJJ92
3.	LOI JIA YAO	Laptop	Dell Latitude 3420	/ PKA-SWNB34 / 32D3JL3

### 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*