



SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

To : PKA - PORT KLANG FEEDMILL (FEED INGREDIENT TRADING)

From : Information Technology Service Office

Date : 22nd September 2022

SUMMARY OF IT ASSET 2022 & BUDGET 2023

We refer to the above matter.

Following is the summary for PKA - PORT KLANG FEEDMILL (FEED INGREDIENT TRADING) :

A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Printer (LaserJet)	Scanner
2	3	1	0	1

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	ANG SHEL LEE		HP ScanJet G2410	2022-09-22 / HP04 / HP04
2.	ANG SHEL LEE	Desktop	Dell Optiplex 3070	/ PKA-PKPC06 / 71LV933
3.	Chee Yew Teng	Laptop	Dell Latitude 5290	1007520 / PKA-PKNB40 / 6MT1QN2
4.	Khoo Teck Hock	Desktop	Dell Optiplex 3050	/ PKA-PKPC04 / 3WJW9P2
5.	Nusaibah Binti Roslan	Desktop	Dell OptiPlex 3070	/ PKA-PKPC07 / 71K0B33

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 itsa.survey@cpmalaysia.com before 25 August 2022.

Thank You

Yours faithfully,

Information Technology Service Office

INTERNAL USE
Effective Date : 30 May 2019