



SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

To : SFM - BERANANG FACTORY (PRODUCTIVITY DEVELOPMENT)

From : Information Technology Service Office

Date : 5th September 2022

SUMMARY OF IT ASSET 2022 & BUDGET 2023

We refer to the above matter.

Following is the summary for SFM - BERANANG FACTORY (PRODUCTIVITY DEVELOPMENT) :

A. Summary of IT Asset

| No. Of Staff | Laptop | Printer (LaserJet) | Projector |
|--------------|--------|--------------------|-----------|
| 0 | 1 | 0 | 1 |

B. Detailed Information Of Active IT Asset

| No. | User | Device | Model | Asset ID/Computer Name/Serial No. |
|-----|-------------------------------|--------|--------------------|---|
| 1. | SHAMIMUDEEN BIN MOHAMED YASIN | | Epson Infocus w360 | 2022-02-20 / LCP Projector / SVCN36600006ZN36 |
| 2. | SHAMIMUDEEN BIN MOHAMED YASIN | Laptop | Dell Latitude 3490 | / SFM-BRFTNB06 / CR6B1W2 |

D. Pending Purchasing For 2022

Tech Refresh

| No. | User | Device | Model | PO No. |
|-----|------|--------|-------|--------|
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New Request

| No. | User | Device | Model | PO No. |
|-----|------|--------|-------|--------|
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E. Budget Plan For 2023

Manage IT Asset

| No. | User | Device | Model | Computer Name/ Serial No. | Remark |
|-----|------|--------|-------|---------------------------|--------|
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New Request

| No. | User | Device | Model | PO No. |
|-----|------|--------|-------|--------|
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If the information above is incorrect, please notify us via email to itso.survey@cpmalaysia.com before 25 August 2022.

Thank You

Yours faithfully,

Information Technology Service Office

INTERNAL USE
Effective Date : 30 May 2019