



**SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM**

ATM-FM08

**To** : SFM - BERANANG FACTORY ( PACKING )

**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 ( PACKING ) :

**A. Summary of IT Asset**

No. Of Staff	Desktop
5	1

**B. Detailed Information Of Active IT Asset**

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	ZAHIRRUDDIN BIN ANI	Desktop	Dell Optiplex 3090	/ SFM-BRPK02 / 88CLPP3

**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**

