



To : SFM - SITIAWAN PCR LABORATORY

From : Information Technology Service Office

Date : 26th August 2022

SUMMARY OF IT ASSET 2022 & BUDGET 2023

We refer to the above matter.

Following is the summary for SFM - SITIAWAN PCR LABORATORY :

A. Summary of IT Asset

| No. Of Staff | Desktop | Laptop | Others | Wireless AP |
|--------------|---------|--------|--------|-------------|
| 0 | 1 | 1 | 1 | 1 |

B. Detailed Information Of Active IT Asset

| No. | User | Device | Model | Asset ID/Computer Name/Serial No. |
|-----|----------------------------------|---------|--------------------|-----------------------------------|
| 1. | Muhammad Afiq bin Mohamad Roslan | Desktop | Dell OptiPlex 3070 | 10001278 / SFM-SWLB01 / DWZ2X63 |
| 2. | Nurul Shuhadah Binti Abd Hazim | | Others | / ARUBAINDOORAP / CNGDK9T4DS |
| 3. | Nurul Shuhadah Binti Abd Hazim | Others | Others | / TL-WN823N-06 / 22021T6008605 |
| 4. | Nurul Shuhadah Binti Abd Hazim | Laptop | Others | 10001278 / SFM-SWLB01 / H7N5563 |

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