



ASSET DECLARATION 2022 & BUDGET SURVEY 2023 FORM

ATM-FM07

To : Information Technology Service Office
From : TTM - TAMAN MERANTI JAYA OUTLET
Date : 27th August 2022

RE : IT ASSET DECLARATION 2022 & IT BUDGET SURVEY 2023

We refer to the above matter. The following is the declaration for TTM - TAMAN MERANTI JAYA OUTLET :

A. Summary of IT Asset

No. Of Staff	Desktop	Monitor	POS Machine	Printer (LaserJet)	Printer (Thermal)	Scanner Barcode
1	1	1	1	1	1	2

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Computer Name/ Serial No.	Remarks
1.	TTM - Taman Meranti Jaya	Desktop	Dell Optiplex 9020	TTMSC-9122/ B8BDS62	FOR MERANTI OUTLET 10.200.130.151
2.	TTM - Taman Meranti Jaya	Printer (Thermal)	Wincor TH200i	TTM-PT9122/ BYG0047033	
3.	TTM - Taman Meranti Jaya	Printer (LaserJet)	Dell v313w	TTMPL-9122/ 3YXQ132	Model Dell 310dw
4			Others	/TTMMO-9/22/CPA01092R	
5			Others	/TTMSB-9/22/ZIRCHF	
6		pos machine	Wincor pos plus	8140-09-07/	TTMD1-9/22/59GN505149

C. Inactive IT Asset

The following asset list is not able to trace during IT Preventive Maintenance 2022 as confirmed by person in charge :

No.	User	Device	Model	Computer Name/ Serial No.	Remarks
1.	TTM - Taman Meranti Jaya		Datalogic QW2170	TTM-SB9122/ G15IA2603	NA

We agreed that all inactive asset will be removed from IT Asset Listing.

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	Remark
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				Name/ Serial No.	

Additional

No.	Device	Quantity	Purpose
1.	Laptop		
2.	Desktop		
3.	Printer		
4.	Others ()		

Hereby, we clarify the information given is accurate and complete.

Thank you

Yours faithfully,



9/19/22

(WINTANEE)
Head of Department/Plant/Farm/Hatchery

*Approval is required for 'Budget Plan 2023' only. You may ignore this part if not related
 Approved by,

(_____)
AVP and above

INTERNAL USE
Effective Date : 30 May 2019