



ASSET DECLARATION & BUDGET SURVEY FORM

ATM-FM07

To : Information Technology Service Office
 From : PKA - Butterworth feedmill
 Date : 22nd July 2021

RE : IT ASSET DECLARATION 2021 & IT BUDGET SURVEY 2022

We refer to the above matter. The following is the declaration for PKA - Butterworth feedmill :

A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	PDA	Printer (Dot Matrix)	Printer (LaserJet)	Printer (Thermal)	Scanner	Scanner Barcode
76	39	5	8	8	8	4	1	2

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Computer Name/ Serial No.	Remarks
1.	Noor Baizura Binti Abdul Latif	Desktop	Dell OptiPlex 3060	PKA-BWQC02/ GK0T8X2	
2.	Ang Hui Cheng	Desktop	Dell Optiplex 3050	PKA-BWFM16/ 3TB8MP2	Monitor S/N : C7LBA04 Sophos 2 Work From Home
3.	Lee Chern Cheang	Desktop	Dell OptiPlex 7010	PKA-BWF012/ 6XN7F2S	TR2021 Backup PC for Control Room
4.	Yoon Steel Joch	Desktop	Dell Optiplex 3050	PKA-BWFM10/ F7J0BP2	MONITOR SERIAL NUMBER :FGZBKN2 Sophos 2
5.	Roslan Bin Hassan	Desktop	Dell Optiplex 3050	PKA-BWFM11/ F7JR9P2	MONITOR SERIAL NUMBER :GGZBKN2
6.	Chong Boon Ee	Desktop	Dell OptiPlex 780	PKA-BWFO05/ CV8X82S	TR2021 - FEB (PCA : 6523105001 & CCA : 652310500)
7.	Ong Ai Yin	Desktop	Dell Optiplex 3050	PKA-BWFM12/ F7JT9P2	MONITOR SERIAL NUMBER :JGZBKN2 CPJ BUTTERWORTH OFFICE User not in BW
8.	Lee Chern Cheang	Desktop	Dell OptiPlex 7010	PKA-BWFO10/ F62XY1	TR2021 Backup PC for Control Room
9.	Kumaraguru A/L Thanapal	Desktop	Dell Optiplex 3050	PKA-BWFM09/ F7HZ9P2	MONITOR SERIAL NUMBER :FCZBKN2 Sophos 2
10.	Chern Huck Keong	Desktop	Dell Optiplex 3050	PKA-BWFM07/ F7HX9P2	MONITOR SERIAL :DCZBKN2 Sophos 2 User not in office
11.	Noor Baizura Binti Abdul Latif	Desktop	Dell OptiPlex 7010	PKA-BWQC09/ 6YJ8F2S	TR2021 - FEB (PCA : 6523105716 & CCA : 652310500)
12.	Atiqah Binti Rusli	Desktop	Dell OptiPlex 7010	PKA-BWQC06/ 6CW46Z1	TR2021 - FEB (PCA : 6523105716 & CCA : 652310500)
13.	Yoon Steel Joch	Desktop	Dell OptiPlex 7010	PKA-BWQC10/ 5YJ8F2S	TR2021 - FEB (PCA : 6523105716 & CCA : 652310500)
14.	Nordin Bin Said	Desktop	Dell OptiPlex 790	PKA-BWWB02/ 63T4B2S	TR2021 - FEB (PCA : 6523105073 & CCA : (652310500)
15.	Atiqah Binti Rusli	Desktop	Dell OptiPlex 3040	PKA-BWCCTV02/ GJ92YC2	"Express service code : 35992629074 cctv pC"
16.	Lee Hsien Wen	Desktop	Dell Optiplex 3050	PKA-BWFM15/ F7GS9P2	MONITOR SERIAL NUMBER :5GZBKN2 FRONT SALE ROOM PKA BUTTERWORTH FEEDMILL User not in office
17.	Charles A/L Arokiasamy	Desktop	Dell Optiplex 3050	PKA-BWFM08/ F7HT9P2	Monitor serial :DGZBKN2 Sophos 2
18.	Premalatha A/P Murugayah	Desktop	Dell Optiplex 3050	PKA-BWFM05/ f7js9p2	Monitor serial number : HCZBKN2 Sophos 2
19.	Yeoh Yean Chin	Desktop	Dell Optiplex 3050	PKA-BWFM04/ F7DT9P2	Monitor Serial number : 3HZBKN2 Sophos 2
20.	Lee Chern Cheang	Desktop	Dell Optiplex 3050	PKA-BWFM01/ F7CS9P2	Monitor Serial Number : 601kcn2 Previous monitor serial (1DZBKN2) - REPLACED Sophos 2
21.	Noratika Binti Darus	Desktop	Dell Optiplex 3050	PKA-BWFM02/ F7D0BP2	Monitor Serial Number : 3GZBKN2 Sophos 2
22.	Raynu A/P Shelee	Desktop	Dell Optiplex 3050	PKA-BWFM06/ F7DX9P2	Monitoe serial number : 4DZBKN2 Sophos 2
23.	Ruban A/L Chandra Segaran	Desktop	Dell Optiplex 3050	PKA-BWOF07/ GJHH6Q2	Monitor Serial number : DMQDYP2 Sophos 2
24.	Yeoh Yan Sin	Desktop	Dell OptiPlex 3060	PKA-BWOF13/ GJ9V8X2	
25.	Mohammad Nasir Bin Zainudin	Desktop	Dell OptiPlex 3060	PKA-BWWH03/ GK4S8X2	
26.	Ang Hui Cheng	Desktop	Dell OptiPlex 3060	PKA-BWFM01/ GJQ09X2	
27.	Munisware A/P Munusamy	Desktop	Dell OptiPlex 3060	PKA-BWWB04/ GK219X2	
28.	Siti Fatimah Binti Zulkifli	Desktop	Dell OptiPlex 3060	PKA-BWHR03/ GJYY8X2	
29.	Mohd Roslan Bin Abd Hamid	Desktop	Dell OptiPlex 3060	PKA-BWQC03/ GJWX8X2	
30.	Anthony A/L Arokiasamy	Desktop	Dell OptiPlex 3060	PKA-BWMT05/ GJMS8X2	
31.	Mohd Faizal Bin Abu Bakar	Desktop	Dell OptiPlex 3060	PKA-BWWB05/ GJZV8X2	
32.	Stepen A/L Salwom	Desktop	Dell OptiPlex 3060	PKA-BWWH02/ GJKS8X2	
33.	Nordin Bin Said	Desktop	Dell OptiPlex 3060	PKA-BWWB03/ GJVS8X2	
34.	Chern Huck Keong	Desktop	Dell OptiPlex 3070	PKA-BWFM19/ HT4GX53	SN : FMLLS33
35.	Khoo Ming Soon	Desktop	Dell OptiPlex 3070	PKA-BWFM18/ HT3HX53	SN:2MLLS33
36.	Abd Razak Bin Haron	Desktop	Dell OptiPlex 3070	PKA-BWFM17/ HT5FX53	SN:JMLLS33

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37.	Khoo Ming Soon	Desktop	Dell OptiPlex 3070	PKA-BWFM20/ HT4JX53	SN:6NLLS33
38.	Khoo Ming Soon	Desktop	Dell OptiPlex 3070	PKA-BWFM21/ DWZ1X63	SN : 1PLLS33
39.	Stepen A/L Salwom	Printer (Thermal)	Intermec PD42	PKA-BWINTR01/ 3671440056	intermec pd42 thermal printer
40.	Stepen A/L Salwom	Printer (Thermal)	Intermec PD42	PKA-BWINTR02/ 3671440059	PRINTER INTERMEC PD42
41.	Atiqah Binti Rusli	Printer (Thermal)	Zebra ZT220	PKA-BWZEBRA/ 52J150601010	
42.	Atiqah Binti Rusli	Printer (Thermal)	Intermec PD42	PKA-BWINTR03/ 01271140077	QC LAB
43.	Chong Boon Ee	Laptop	Dell Latitude E6330	PKA-BWNB01/ FCDVZ1	B2020 In safe box
44.	Ng Chin Wei	Laptop	Dell Latitude E5440	PKA-BWNB05/ CL95XZ1	TR2021 - FEB (PCA : 6523105716 & CCA : 652310500)
45.	Ew Eng Seng	Laptop	Dell Latitude E5440	PKA-BWNB03/ 32Z6YZ1	
46.	Kok Kah Mun	Laptop	Dell Latitude E5440	PKA-BWNB04/ 5TY6YZ1	B2020
47.	Chong Boon Ee	Laptop	Dell Latitude 3400	PKA-BWNB02/ JM5BNT2	
48.	Ang Hui Cheng	Printer (Dot Matrix)	Epson LQ-300+	EPSONLQ300+/ DCAY088082	
49.	Raynu A/P Shelee	Printer (Dot Matrix)	Epson LQ-2190	EPSON LQ2190 (Office)/ MK3Y015674	
50.	Munisware A/P Munusamy	Printer (Dot Matrix)	Epson LQ-2190	EPSON LQ-2190/ MK3Y030258	
51.	Premalatha A/P Murugayah	Printer (Dot Matrix)	Epson LQ-300+	EPSON LQ300+ (Main Office)/ DCAY131201	
52.	Ew Eng Seng	Printer (Dot Matrix)	Epson LQ-2190	EPSONLQ2190_PKABUTTERWORTH/ MK3Y041293	located at VIP ROOM Payroll Sage
53.	Ang Hui Cheng	Printer (Dot Matrix)	Epson LQ-310	lq-310 butterworth/ R9DY043300	
54.	Munisware A/P Munusamy	Printer (Dot Matrix)	Epson LQ-310	PKASNWG-LQ310/ R9DY423204	
55.	Yoon Steel Joch	Printer (LaserJet)	HP Laserjet Pro M227fdn MFP	PKA-BTW01/ VNL3G00798	
56.	Nordin Bin Said	Printer (LaserJet)	Dell 1135n	Dell 1135n (HR)/ F55Z3M1	Wbridge pka butterworth
57.	Mohd Roslan Bin Abd Hamid	Printer (LaserJet)	HP P1102	VNC6X09172/ VNC6X9172	
58.	Yeoh Yan Sin	Printer (LaserJet)	HP P2015	CNC1J00566/ CNC1J00566	LOAN TO WEIGHTBRIDGE -Nordin
59.	Mohammad Nasir Bin Zainudin	Printer (LaserJet)	HP P2015	P2015/ CNC1H09628	
60.	Munisware A/P Munusamy	Printer (LaserJet)	Dell E515DW	PKA-DELL/ 233L132	"DELL 5 YEARS WARRANTY " location F/G Warehouse
61.	Kuang Ping Hwa	Printer (LaserJet)	HP 1022	PKA-BWPRINTER01/ VNC6N00551	Printer HP Laserjet Pro M102A

C. Inactive IT Asset

The following asset list is not able to trace during IT Preventive Maintenance 2021 as confirmed by person in charge :

No.	User	Device	Model	Computer Name/ Serial No.	Remarks
1.	Ng Chin Wei	Printer (LaserJet)	Dell 1135n	Dell 1135n (QC)/ 5JSZ3M1	Faulty
2.	Abd Razak Bin Haron	Desktop	Dell OptiPlex 7010	PKA-BW/ J004F02	TR2021 Faulty
3.	Ang Hui Cheng	Printer (Dot Matrix)	Epson LQ-2170	2LJYO67053/ 2LJYO67053	CPJ BUTTERWORTH store
4.	Ang Hui Cheng	Scanner	HP ScanJet G4010	BWSCANNSE01/ L1956-80014	Pack in a box At Port Klang
5.	Stepen A/L Salwom		Others	BW-PDA06/ 343X1300093	INTERMEC PDA CK3X Faulty

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

D. Pending Purchasing For 2021

Waiting for Vendor/IT Delivery

No.	User	Device	Model	PO No.	Asset ID	New Serial No.
1.	Chong Boon Ee	Desktop	Dell OptiPlex 780	4500216735	1009754	
2.	Noor Baizura Binti Abdul Latif	Desktop	Dell OptiPlex 7010	4500212847	1009707	JMXFTD3, 4DQZLY2
3.	Atiqah Binti Rusli	Desktop	Dell OptiPlex 7010	4500212847	1009709	8NXFTD3, CHQZLY2
4.	Yoon Steel Joch	Desktop	Dell OptiPlex 7010	4500212847	1009710	DNXFTD3, 1HQZLY2
5.	Nordin Bin Said	Desktop	Dell OptiPlex 790	4500216556	1009755	
6.	Ng Chin Wei	Laptop	Dell Latitude E5440	4500216734	1009708	

Waiting for Purchase Request

No.	User	Device	Model	IO No.

E. Budget Plan For 2022

No.	User	Device	Model	Computer Name/ Serial No.	Remark
1.	Lee Chern Cheang	Desktop	Dell OptiPlex 7010	PKA-BWF012/ 6XN7F2S	TR2021 Backup PC for Control Room
2.	Lee Chern Cheang	Desktop	Dell OptiPlex 7010	PKA-BWFO10/	TR2021 Backup PC for Control Room

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			F62XYY1	

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,


(**CHONG BOON EE**)
Head of Department/Plant/Farm/Hatchery

INTERNAL USE
Effective Date : 30 May 2019

*Approval is required for 'Budget Plan 2022' only. You may ignore this part if not related
Approved by,

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AVP and above