



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

ATM-FM08

To : SFM - Beranang factory (Productivity Development)
From : Information Technology Service Office
Date : 8th September 2021

SUMMARY OF IT ASSET 2021 & BUDGET 2022

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
1	1	1	1

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Shamimudeen bin Mohamed Yasin	Projector	Epson Infocus w360	/ LCP Projector / SVCN36600006ZN36
2.	Shamimudeen bin Mohamed Yasin	Laptop	Dell Latitude 3490	1003930 / SFM-BRFTNB06 / CR6B1W2

D. Pending Purchasing For 2021

Tech Refresh

No.	User	Device	Model	PO No.

E. Budget Plan For 2022

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 before 20 August 2021.

Thank You

Yours faithfully,

Information Technology Service Office

INTERNAL USE
Effective Date : 30 May 2019