



# SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

**To** : SFM - Sitiawan PCR Laboratory  
**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 - Sitiawan PCR Laboratory :

### A. Summary of IT Asset

No. Of Staff	Desktop	Laptop	Others	Wireless AP
2	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 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](mailto:itso.survey@cpmalaysia.com) before 20 August 2021.

Thank You

Yours faithfully,

Information Technology Service Office

**INTERNAL USE**  
Effective Date : 30 May 2019