



# SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

**To** : AA - Mersing hatchery  
**From** : Information Technology Service Office  
**Date** : 23rd August 2021

## SUMMARY OF IT ASSET 2021 & BUDGET 2022

We refer to the above matter.

Following is the summary for AA - Mersing hatchery :

### A. Summary of IT Asset

No. Of Staff	Desktop	Printer (LaserJet)
8	1	1

### B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Noor Shermiy Syahira Binti Pendi	Printer (LaserJet)	Dell 1135n	/ DellPrtMersing01 / G5VZ3M1
2.	Noor Shermiy Syahira Binti Pendi	Desktop	Dell OptiPlex 7010	1005225 / AA-DSHT02 / 2RT2ZY1

### 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
1.	Noor Shermiy Syahira Binti Pendi	Desktop	Dell OptiPlex 7010	AA-DSHT02/2RT2ZY1	

#### 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