



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

ATM-FM08

To : CPJ - Yong Peng farm BRC2
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 CPJ - Yong Peng farm BRC2 :

A. Summary of IT Asset

No. Of Staff	Desktop	Printer (Dot Matrix)
2	2	1

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Mohd Nazmi Bin Kamarudin	Desktop	Dell OptiPlex 3060	CP IT / CPJ-YPBRC201 / JK4Y8X2
2.	Mohd Nazmi Bin Kamarudin	Desktop	Dell OptiPlex 3070	1006644 / CPJ-BRC01 / HCBFX53

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