



SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

To : PKA - Sedili farm
From : Information Technology Service Office
Date : 9th September 2021

SUMMARY OF IT ASSET 2021 & BUDGET 2022

We refer to the above matter.

Following is the summary for PKA - Sedili farm :

A. Summary of IT Asset

No. Of Staff	Desktop	Printer (LaserJet)
1	2	1

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Abdul Rahman Bin Mukhtar	Desktop	Dell OptiPlex 3046	1006990 / PKA-SDFM01 / 4BK5LG2
2.	Abdul Rahman Bin Mukhtar	Desktop	Dell OptiPlex 3046	1006991 / PKA-SDFM02 / 4BM3LG2
3.	Abdul Rahman Bin Mukhtar	Printer (LaserJet)	Others	1005813 / PKA-SDFMPR01 / CNB8HCVCMF

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.	Abdul Rahman Bin Mukhtar	Desktop	Dell OptiPlex 3046	PKA-SDFM01/4BK5LG2	
2.	Abdul Rahman Bin Mukhtar	Desktop	Dell OptiPlex 3046	PKA-SDFM02/4BM3LG2	

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