



SUMMARY ASSET DECLARATION 2020 & BUDGET SURVEY 2021 FORM

ATM-FM08

To : THF - Ulu Tiram farm
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 THF - Ulu Tiram farm :

A. Summary of IT Asset

No. Of Staff	Desktop	Printer (Dot Matrix)	Projector
11	3	1	1

B. Detailed Information Of Active IT Asset

No.	User	Device	Model	Asset ID/Computer Name/Serial No.
1.	Hazidah binti Mohamed Yusof	Desktop	Dell OptiPlex 3060	1000710 / THF-UT01 / 8TQB0T2
2.	Hazidah binti Mohamed Yusof	Desktop	Dell OptiPlex 3060	1008550 / THF-UT02 / 8RW60T2
3.	Hazidah binti Mohamed Yusof	Printer (Dot Matrix)	Epson LQ-310	1000102 / THF-DotMatrix310 / R9DY054120
4.	Hazidah binti Mohamed Yusof	Projector	Others	1000696 / PKA-UTPRO01 / JCWKJ92

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