



Pharmacy Information System (PhIS) and Clinic Pharmacy System (CPS)

Hospital Kuala Kubu Bharu

**JKN SELANGOR
(ZONE 9)**

1ST Preventive Maintenance Report

P.M. Date	23 APRIL 2018
Report ID	PM/REPORT/Z9/HOSPKUALAKUBUBHARU
Report Version	V1.0



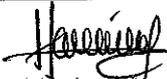
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PHIS & CPS PROJECT



Revision History:

Ver. No	Date of Release	Consolidated by	List of Changes from Previous Version	Signature & Date
1.0	23. 4. 18	Ahmad Heiqal Bin Noor Zaman	Initial document	 Ahmad Heiqal Noor Zaman Field Technical Engineer Pharmaniaga Logistics Sdn. Bhd.

Verified and Acknowledged by facility:

Received / Acknowledged by facility	
Name	 NOR WAHIDA BINTI MAT NOOR
Signature / Company Stamp	Pen. Pegawai Teknologi Maklumat F29 Hospital Kuala Kubu Bharu
Designation / Department	
Date	23/4/18



PhIS & CPS PROJECT



Appendix A

Certificate of Acceptance

EXECUTION OF PREVENTIVE MAINTENANCE

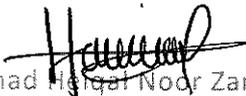
Project: PhIS & CPS

**1ST Preventive Maintenance (2018)
For
Hospital Kuala Kubu Bharu**

Summary findings for Preventive Maintenance conducted on : 23. 4. 18

No	Item	Allocated Quantity	Serviced Quantity	Remarks
1	Desktop	16	16	
2	Laserjet Printer	3	3	
3	Server	2	2	
4	Ups	1	1	
5	Switch	1	1	
6	Thermal Printer	4	4	
7	Notebook	2	2	
8	Storage	1	1	

Signature & Stamp:

<p><u>For PLSB</u></p>  <p>Name: Ahmad Hafiqal Noor Zaman Designation: Field Technical Engineer Pharmaniaga Logistics Sdn. Bhd.</p> <p>Date:</p>	<p><u>For Facility</u></p>  <p>Name: NOR WAHIDA BINTI MAT NOOR Designation: Pen. Pegawai Teknologi Maklumat F29 Hospital Kuala Kubu Bharu</p> <p>Date: 23/4/18</p>
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Appendix B

Preventive Maintenance Checklist

**PREVENTIVE MAINTENANCE CHECKLIST
(SERVER / UPS / STORAGE)**

FACILITY : HOSPITAL KUALA KUBU BHARU LOCATION : Stor Pukul

STATE : SELANGOR ZONE : 9

SERVER 1	SERVER 2	UPS
PAT ID : <u>PHS/SEL-07/HSP-01/SVR-001</u>	PAT ID : <u>PHS/SEL-07/HSP-01/SVR-002</u>	PAT ID : <u>PHS/SEL-07/HSP-01/UPS-001</u>
SERIAL NO : <u>06GXMTD</u>	SERIAL NO : <u>06GXMTK</u>	SERIAL NO : <u>1519403071AF453</u>
MODEL : <u>LENOVO X3650 M5</u>	MODEL : <u>LENOVO X3650 M5</u>	MODEL : <u>LIEBERT 3KVA</u>

If Alert is tick (X), fill in & elaborate details in FINDINGS / COMMENTS / DETECTION reason.

PART I - HARDWARE, CABLING & CONNECTIVITY (INSPECTION & PHYSICAL CHECK)

Function	SERVER 1		SERVER 2		UPS	
	Not Function & Resolved	Not Function & Unresolved	Not Function & Resolved	Not Function & Unresolved	Not Function & Resolved	Not Function & Unresolved
Standard Task: Cleaning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verify Condition :						
Connection via LAN / USB	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fan / Power Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Light Path Diagnosis panel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UTP Cable connect to switch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HA Gateway to Core Switch <i>(For Hospital only)</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Function	Not Function & Resolved	Not Function & Unresolved	Alert	Ticket No
By pass Test	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Webcard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Multilink	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Available	Faulty	Type	Qty
5	-	RDX	

PART II - SETUP & HEALTH CHECK

Function	Not Function & Resolved	Not Function & Unresolved	Alert	Ticket No
Run DSA & collect DSA Log	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
SERVER 1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
SERVER 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
0.99.1		0.99.1	
2.2.6		2.2.6	
5.2.12		5.2.12	
3.1.2.2		3.1.2.2	
1.2		1.2	
1.92		1.92	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
0.99.1		0.99.1	
2.2.6		2.2.6	
5.2.12		5.2.12	
3.1.2.2		3.1.2.2	
1.2		1.2	
1.92		1.92	

Software/Firmware Version :

ClamAV	
Zabbix	
Bacula	
Glassfish	
UEFI	
IMM2	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
SUSE LINUX (OS)		X86_64	
Kernel		3.0.75	
GCC		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
0.99.1		0.99.1	
2.2.6		2.2.6	
5.2.12		5.2.12	
3.1.2.2		3.1.2.2	
1.2		1.2	
1.92		1.92	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
0.99.1		0.99.1	
2.2.6		2.2.6	
5.2.12		5.2.12	
3.1.2.2		3.1.2.2	
1.2		1.2	
1.92		1.92	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

Housekeeping:
 Clear /tmp folder > 2 weeks
 Archive Log Files

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
X86_64		X86_64	
3.0.75		3.0.75	
4.3.4		4.3.4	

N/A

**PREVENTIVE MAINTENANCE CHECKLIST
(SERVER / UPS / STORAGE)**

(FORM 2)

PAT ID : PHIS/SEL-07/HSP-01/STR-001
 SERIAL NO: 06FTWR3
 TYPE : STORAGE

N/A

PART III - STORAGE

Function	Not Function & Resolved	Not Function & Unresolved	
		Alert	Ticket No
Perform Health Check:			
Storage Manager Error Alerts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Storage events logs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
HDD indicator lights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Enable read/write cache	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Enable Media Scan both at controller level and LUN level	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Current	Updated
27.016	
00WLO67	
5.2.612	

Software/Firmware Version :

Controller

ESM

Driver

PART IV - FINDINGS / ALERTS / DETECTION

FURTHER ACTION / RECOMMENDATION

PART V - ACKNOWLEDGEMENT

CUSTOMER

9-4
 NOR WAHIDA BINTI MAT NOOR
 Pen. Pegawai Teknologi Maklumat F29
 Hospital Kuala Kubu Bharu

23/4/18

Signature & Stamp
 Customer Name
 Date

PHARMANIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp
 Engineer Name
 Date



Ahmad Heiqal Noor Zaman
 Field Technical Engineer
 Pharmaniaga Logistics Sdn. Bhd.

PREVENTIVE MAINTENANCE CHECKLIST (DEVICE)

FACILITY : _____ DEPT : _____ LOCATION : _____ STATE : _____ ZONE : _____

PAT ID : PHIS/SEL-07/HSP-01/PCD-004 DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM/ MYKAD/ TAB Location : Dispensing 3
 S/N CPU : PC071C01 MONITOR : V901W2C2 KEYBOARD : 00031804 MOUSE: 5G34503912B Loaned Relocated

PART I - STANDARD TASK

All Device: Cleaning Verify Condition : Connection via LAN / USB Fan/ Power Supply/ Charger Hard Disk Utilization (GB) : 1st Partition 2nd Partition Storage (TAB only)

* Device is harden Yes No N/A

MEMORY : 2 GB 4 GB

PART II - STANDARD HEALTH CHECK

Function	Not Function & Resolved	Alert	Ticket No
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used	Free	Alert	Ticket No
132	107	<input type="checkbox"/>	<input type="checkbox"/>
75.6	136	<input type="checkbox"/>	<input type="checkbox"/>

Verification: IWP KYM PHIS Portal

Auto update disabled: (a) Java (JKD 6 update 30) (b) Internet Explorer 9 (64bits) ClamAv - Ver 0.99.1 Microsoft Office BCP (BCP PC only) Backup PC (Bacula Web) IOS Version - TAB only

PAT ID : PHIS/SEL-07/HSP-01/PCD-005 DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM/ MYKAD/ TAB Location : Screening, Verification & Labeling 1
 S/N CPU : PC071C1V MONITOR : V901TY45 KEYBOARD : 0003192 MOUSE: 5G34503912B Loaned Relocated

PART I - STANDARD TASK

All Device: Cleaning Verify Condition : Connection via LAN / USB Fan/ Power Supply/ Charger Hard Disk Utilization (GB) : 1st Partition 2nd Partition Storage (TAB only)

* Device is harden Yes No N/A

MEMORY : 2 GB 4 GB

PART II - STANDARD HEALTH CHECK

Function	Not Function & Resolved	Alert	Ticket No
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used	Free	Alert	Ticket No
135	103	<input type="checkbox"/>	<input type="checkbox"/>
75.6	136	<input type="checkbox"/>	<input type="checkbox"/>

Verification: IWP KYM PHIS Portal

Auto update disabled: (a) Java (JKD 6 update 30) (b) Internet Explorer 9 (64bits) ClamAv - Ver 0.99.1 Microsoft Office BCP (BCP PC only) Backup PC (Bacula Web) IOS Version - TAB only

PAT ID : PHIS/SEL-07/HSP-01/PCD-006 DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM/ MYKAD/ TAB Location : Screening, Verification & Labeling 2
 S/N CPU : PC071C1U MONITOR : V901W2C2 KEYBOARD : 0003184 MOUSE: 5G34503926B Loaned Relocated

PART I - STANDARD TASK

All Device: Cleaning Verify Condition : Connection via LAN / USB Fan/ Power Supply/ Charger Hard Disk Utilization (GB) : 1st Partition 2nd Partition Storage (TAB only)

* Device is harden Yes No N/A

MEMORY : 2 GB 4 GB

PART II - STANDARD HEALTH CHECK

Function	Not Function & Resolved	Alert	Ticket No
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used	Free	Alert	Ticket No
138	110	<input type="checkbox"/>	<input type="checkbox"/>
75.6	136	<input type="checkbox"/>	<input type="checkbox"/>

Verification: IWP KYM PHIS Portal

Auto update disabled: (a) Java (JKD 6 update 30) (b) Internet Explorer 9 (64bits) ClamAv - Ver 0.99.1 Microsoft Office BCP (BCP PC only) Backup PC (Bacula Web) IOS Version - TAB only

NOTE: Device is harden = "Yes", task complete. If="No", Inform IT / Facility Representative

**PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)**

FACILITY: DEPT: LOCATION: STATE: ZONE: Dispensing Counter 1

PAT ID : PHIS/SEL-07/HSP-01/PCD-007 Location: Relocated
 S/N CPU : PC071CGH Unlocated Relocated
 MONITOR: V901WAD7 MOUSE: 5G345C07748
 KEYBOARD: 0001759 Loaded Unloaded

PART I - STANDARD TASK **PART III - STANDARD SETUP**

Verify Condition: **Verify Condition:** Auto update disabled:
 Connection via LAN / USB (a) Java (JDK 6 update 30)
 Fan/ Power Supply/ Charger (b) Internet Explorer 9 (64bits)
Hard Disk Utilization (GB): ClamAv - Ver 0.99.1
 1st Partition Microsoft Office
 2nd Partition BCP (BCP PC only)
 Storage (TAB only) Backup PC (Bacula Web)
 IOS Version - TAB only

Function	Not Function & Resolved	Alert	Ticket No	Function	Not Function & Resolved	Function	Not Function & Resolved	Current Version	Updated Version
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Used	Free	Alert	Ticket No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
136	103	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
103	109	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Verification: IWP Not Function & Resolved Function Not Function & Resolved Updated Version
 KYM Alert Ticket No
 PHIS Portal Free Alert Ticket No

PAT ID : PHIS/SEL-07/HSP-01/PCD-008 Location: Relocated
 S/N CPU : PC071CGS Unlocated Relocated
 MONITOR: V901AV2IK MOUSE: 5G345C07848
 KEYBOARD: 0001761 Loaded Unloaded

PART I - STANDARD TASK **PART III - STANDARD SETUP**

Verify Condition: **Verify Condition:** Auto update disabled:
 Connection via LAN / USB (a) Java (JDK 6 update 30)
 Fan/ Power Supply/ Charger (b) Internet Explorer 9 (64bits)
Hard Disk Utilization (GB): ClamAv - Ver 0.99.1
 1st Partition Microsoft Office
 2nd Partition BCP (BCP PC only)
 Storage (TAB only) Backup PC (Bacula Web)
 IOS Version - TAB only

Function	Not Function & Resolved	Alert	Ticket No	Function	Not Function & Resolved	Function	Not Function & Resolved	Current Version	Updated Version
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Used	Free	Alert	Ticket No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
138	101	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
75.6	136	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Verification: IWP Not Function & Resolved Function Not Function & Resolved Updated Version
 KYM Alert Ticket No
 PHIS Portal Free Alert Ticket No

PAT ID : PHIS/SEL-07/HSP-01/PCD-009 Location: Relocated
 S/N CPU : PC071CG8 Unlocated Relocated
 MONITOR: V901TY42 MOUSE: 5G345038888
 KEYBOARD: 0001242 Loaded Unloaded

PART I - STANDARD TASK **PART III - STANDARD SETUP**

Verify Condition: **Verify Condition:** Auto update disabled:
 Connection via LAN / USB (a) Java (JDK 6 update 30)
 Fan/ Power Supply/ Charger (b) Internet Explorer 9 (64bits)
Hard Disk Utilization (GB): ClamAv - Ver 0.99.1
 1st Partition Microsoft Office
 2nd Partition BCP (BCP PC only)
 Storage (TAB only) Backup PC (Bacula Web)
 IOS Version - TAB only

Function	Not Function & Resolved	Alert	Ticket No	Function	Not Function & Resolved	Function	Not Function & Resolved	Current Version	Updated Version
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Used	Free	Alert	Ticket No	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
124	114	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
85.7	126	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Verification: IWP Not Function & Resolved Function Not Function & Resolved Updated Version
 KYM Alert Ticket No
 PHIS Portal Free Alert Ticket No

NOTE: Device is harden = "Yes", task complete. If "No", Inform IT / Facility Representative

PREVENTIVE MAINTENANCE CHECKLIST (DEVICE)

FACILITY : _____ DEPT : _____ LOCATION : _____ STATE : _____ ZONE : _____

PATID : PHIS/SEL-07/HSP-01/PCD-016 MONITOR : V90185F3 KEYBOARD : 0003210 MOUSE : 5G34503927B Location : **Emergency room** Relocated Unlocated Lanned

S/N CPU : PC071C18

PART I - STANDARD TASK		PART II - STANDARD HEALTH CHECK		PART III - STANDARD SETUP	
Function	Not Function & Resolved	Function	Not Function & Unresolved	Function	Not Function & Resolved
All Device:					
Cleaning	<input checked="" type="checkbox"/>	Alert	<input type="checkbox"/>	Ticket No	<input type="checkbox"/>
Desktop/Notebook/TAB:	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Free	<input type="checkbox"/>	Alert	<input type="checkbox"/>
* Device is harden	<input checked="" type="checkbox"/>	115	124	Ticket No	<input type="checkbox"/>
MEMORY :	2 GB <input checked="" type="checkbox"/> 4 GB <input checked="" type="checkbox"/>	75.6	136		

Verify Condition :
 Connection via LAN / USB
 Fan/ Power Supply/ Charger
 Hard Disk Utilization (GB) :
 1st Partition
 2nd Partition
 Storage (TAB only)

Verification:
 IWP KYM PHIS Portal
 Auto update disabled:
 (a) Java (JDK 6 update 30)
 (b) Internet Explorer 9 (64bits)
 ClamAv - Ver 0.99.1
 Microsoft Office
 BCP (BCP PC only)
 Backup PC (Bacula Web)
 IOS Version - TAB only

PATID : PHIS/SEL-07/HSP-01/LIP-001 MONITOR : _____ KEYBOARD : _____ MOUSE : _____ Location : _____ Relocated Unlocated Lanned

S/N CPU : 4514571M2GMND

PART I - STANDARD TASK		PART II - STANDARD HEALTH CHECK		PART III - STANDARD SETUP	
Function	Not Function & Resolved	Function	Not Function & Unresolved	Function	Not Function & Resolved
All Device:					
Cleaning	<input checked="" type="checkbox"/>	Alert	<input type="checkbox"/>	Ticket No	<input type="checkbox"/>
Desktop/Notebook/TAB:	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Free	<input type="checkbox"/>	Alert	<input type="checkbox"/>
* Device is harden	<input type="checkbox"/>	115	124	Ticket No	<input type="checkbox"/>
MEMORY :	2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/>				

Verify Condition :
 Connection via LAN / USB
 Fan/ Power Supply/ Charger
 Hard Disk Utilization (GB) :
 1st Partition
 2nd Partition
 Storage (TAB only)

Verification:
 IWP KYM PHIS Portal
 Auto update disabled:
 (a) Java (JDK 6 update 30)
 (b) Internet Explorer 9 (64bits)
 ClamAv - Ver 0.99.1
 Microsoft Office
 BCP (BCP PC only)
 Backup PC (Bacula Web)
 IOS Version - TAB only

PATID : PHIS/SEL-07/HSP-01/LIP-002 MONITOR : _____ KEYBOARD : _____ MOUSE : _____ Location : _____ Relocated Unlocated Lanned

S/N CPU : 4514571M2GMH8

PART I - STANDARD TASK		PART II - STANDARD HEALTH CHECK		PART III - STANDARD SETUP	
Function	Not Function & Resolved	Function	Not Function & Unresolved	Function	Not Function & Resolved
All Device:					
Cleaning	<input checked="" type="checkbox"/>	Alert	<input type="checkbox"/>	Ticket No	<input type="checkbox"/>
Desktop/Notebook/TAB:	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Free	<input type="checkbox"/>	Alert	<input type="checkbox"/>
* Device is harden	<input type="checkbox"/>	115	124	Ticket No	<input type="checkbox"/>
MEMORY :	2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/>				

Verify Condition :
 Connection via LAN / USB
 Fan/ Power Supply/ Charger
 Hard Disk Utilization (GB) :
 1st Partition
 2nd Partition
 Storage (TAB only)

Verification:
 IWP KYM PHIS Portal
 Auto update disabled:
 (a) Java (JDK 6 update 30)
 (b) Internet Explorer 9 (64bits)
 ClamAv - Ver 0.99.1
 Microsoft Office
 BCP (BCP PC only)
 Backup PC (Bacula Web)
 IOS Version - TAB only

NOTE: Device is harden = "Yes", task complete. If="No", inform IT / Facility Representative

PREVENTIVE MAINTENANCE CHECKLIST (DEVICE)

FACILITY :

DEPT :

LOCATION :

STATE :

ZONE :

PAT ID :	PHS/SEL-07/HSP-01/THP-003	DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM/ MYKAD/ TAB	Location :	Manufacturing - Prepack																					
S/N CPU :	2305P002124	MONITOR :	Keyboard :	Mouse :																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 20%;">PART I - STANDARD TASK</th> <th style="width: 20%;">PART II - STANDARD HEALTH CHECK</th> <th style="width: 20%;">PART III - STANDARD SETUP</th> <th style="width: 20%;">Function</th> <th style="width: 10%;">Not Function & Resolved</th> <th style="width: 10%;">Current Version</th> <th style="width: 10%;">Updated Version</th> </tr> <tr> <td> All Device: Cleaning <input checked="" type="checkbox"/> </td> <td> Verify Condition : Connection via LAN / USB <input type="checkbox"/> Fan/ Power Supply/ Charger <input type="checkbox"/> Hard Disk Utilization (GB) : 1st Partition <input type="checkbox"/> 2nd Partition <input type="checkbox"/> Storage (TAB only) <input type="checkbox"/> </td> <td> Verification: IWP <input type="checkbox"/> KYM <input type="checkbox"/> PhIS Portal <input type="checkbox"/> </td> <td> <input type="checkbox"/> </td> <td> <input type="checkbox"/> </td> <td> <input type="checkbox"/> </td> <td> <input type="checkbox"/> </td> </tr> <tr> <td> Desktop/Notebook/TAB: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> * Device is harden <input type="checkbox"/> MEMORY : 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/> </td> <td> Auto update disabled: (a) Java (JDK 6 update 30) <input type="checkbox"/> (b) Internet Explorer 9 (64bits) <input type="checkbox"/> ClamAv - Ver 0.99.1 <input type="checkbox"/> Microsoft Office <input type="checkbox"/> BCP (BCP PC only) <input type="checkbox"/> Backup PC (Bacula Web) <input type="checkbox"/> IOS Version - TAB only <input type="checkbox"/> </td> <td> <input type="checkbox"/> </td> </tr> </table>					PART I - STANDARD TASK	PART II - STANDARD HEALTH CHECK	PART III - STANDARD SETUP	Function	Not Function & Resolved	Current Version	Updated Version	All Device: Cleaning <input checked="" type="checkbox"/>	Verify Condition : Connection via LAN / USB <input type="checkbox"/> Fan/ Power Supply/ Charger <input type="checkbox"/> Hard Disk Utilization (GB) : 1st Partition <input type="checkbox"/> 2nd Partition <input type="checkbox"/> Storage (TAB only) <input type="checkbox"/>	Verification: IWP <input type="checkbox"/> KYM <input type="checkbox"/> PhIS Portal <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Desktop/Notebook/TAB: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> * Device is harden <input type="checkbox"/> MEMORY : 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/>	Auto update disabled: (a) Java (JDK 6 update 30) <input type="checkbox"/> (b) Internet Explorer 9 (64bits) <input type="checkbox"/> ClamAv - Ver 0.99.1 <input type="checkbox"/> Microsoft Office <input type="checkbox"/> BCP (BCP PC only) <input type="checkbox"/> Backup PC (Bacula Web) <input type="checkbox"/> IOS Version - TAB only <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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NOTE: Device is harden = "Yes", task complete. If="No", Inform IT / Facility Representative

PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)

FACILITY : PHIS/SEL-07/HRP-01/NBK-002 DEPT : LOCATION : STATE : ZONE :
 PAT ID : DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM / MYKAD / TAB Location : Pool Basis/Ward Pharmacy
 S/N CPU : ROGRSSB MONITOR : N/A KEYBOARD : MOUSE : Unlocated Relocated

PART I - STANDARD TASK

All Device: Cleaning

Verify Condition :
 Connection via LAN / USB
 Fan / Power Supply / Charger
 Hard Disk Utilization (GB):
 1st Partition 48.2
 2nd Partition 96.3M
 Storage (TAB only) 2.10

Desktop/Notebook/TAB: Yes No N/A
 * Device is harden
 MEMORY : 2 GB
 4 GB

PART II - STANDARD HEALTH CHECK

Function	Not Function & Resolved	Not Function & Unresolved	
		Alert	Ticket No
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used	Free	Alert	Ticket No

Verification:
 IWP
 KYM
 PhIS Portal

Auto update disabled:
 (a) Java (JDK 6 update 30)
 (b) Internet Explorer 9 (64bits)
 ClamAv - Ver 0.99.1
 Microsoft Office
 BCP (BCP PC only)
 Backup PC (Bacula Web)
 IOS Version - TAB only

PART III - STANDARD SETUP

Function	Not Function & Resolved	Function	Not Function & Resolved	Current Version	Updated Version
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PAT ID : DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM / MYKAD / TAB Location :
 S/N CPU : MONITOR : N/A KEYBOARD : MOUSE : Unlocated Relocated

PART I - STANDARD TASK

All Device: Cleaning

Verify Condition :
 Connection via LAN / USB
 Fan / Power Supply / Charger
 Hard Disk Utilization (GB):
 1st Partition
 2nd Partition
 Storage (TAB only)

Desktop/Notebook/TAB: Yes No N/A
 * Device is harden
 MEMORY : 2 GB
 4 GB

PART II - STANDARD HEALTH CHECK

Function	Not Function & Resolved	Not Function & Unresolved	
		Alert	Ticket No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used	Free	Alert	Ticket No

Verification:
 IWP
 KYM
 PhIS Portal

Auto update disabled:
 (a) Java (JDK 6 update 30)
 (b) Internet Explorer 9 (64bits)
 ClamAv - Ver 0.99.1
 Microsoft Office
 BCP (BCP PC only)
 Backup PC (Bacula Web)
 IOS Version - TAB only

PART III - STANDARD SETUP

Function	Not Function & Resolved	Function	Not Function & Resolved	Current Version	Updated Version
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					

PART IV - FINDINGS / ALERTS / DETECTION

PART V - ACKNOWLEDGEMENT

CUSTOMER: NOR WAHIDA BINTI MAT NOOR
 Pen. Pegawai Teknologi Maklumat F29
 Hospital Kuala Kubu Bharu
 23/4/15

Signature & Stamp: Ahmad Heiqal Noor Zaman
 Engineer Name: Field Technical Engineer
 Date: Pharamaniaga Logistics Sdn. Bhd.



Appendix C

Hardware Inventory List



PHIS & CPS PROJECT



Hardware Inventory List

List of equipment available in the facility as per below table:
1.PCD

No	CPU	MONITOR	KEYBOARD	MOUSE	ASSET TAGGING	DEPARTMENT	LOCATION
1	PC071CQM	V901W2DK	0001846	5G345C0738B	PhIS/SEL-07/HSP-01/PCD-001	Main Store	Procurement - LP
2	PC071CQR	V901AV1W	0001849	5G345C0758B	PhIS/SEL-07/HSP-01/PCD-002	Main Store	Distribution and Receiving
3	PC071CPW	V901850Y	0001805	5G345C0752B	PhIS/SEL-07/HSP-01/PCD-003	Main Store	Ketua Pegawai Farmasi
4	PC071CQ1	V901W2CH	0001804	5G345C0751B	PhIS/SEL-07/HSP-01/PCD-004	Outpatient Pharmacy	Dispensing 3
5	PC071CIV	V901TY45	0003192	5G34503912B	PhIS/SEL-07/HSP-01/PCD-005	Outpatient Pharmacy	Screening, Verification & Labeling 1
6	PC071CIU	V901W2C2	0003184	5G34503926B	PhIS/SEL-07/HSP-01/PCD-006	Outpatient Pharmacy	Screening, Verification & Labeling 2
7	PC071CQH	V901WAD7	0001759	5G345C0774B	PhIS/SEL-07/HSP-01/PCD-007	Outpatient Pharmacy	Dispensing Counter 1
8	PC071CQ5	V901AV1K	0001761	5G345C0784B	PhIS/SEL-07/HSP-01/PCD-008	Outpatient Pharmacy	Dispensing Counter 2
9	PC071CK8	V901TY42	0001242	5G34503888B	PhIS/SEL-07/HSP-01/PCD-009	Outpatient Pharmacy	Medication Counseling & MTAC
10	PC071CKB	V901W2CW	0001241	5G345C0177B	PhIS/SEL-07/HSP-01/PCD-010	Ward Supply Pharmacy	Screening, Verification, Labelling & Dispensing 1
11	PC071CP9	V901W2CR	0001758	5G345C0779B	PhIS/SEL-07/HSP-01/PCD-011	Ward Supply Pharmacy	Screening, Verification, Labelling & Dispensing 2
12	PC071CK3	V901WACB	0001763	5G345C0794B	PhIS/SEL-07/HSP-01/PCD-012	Ward Supply Pharmacy	DICE
13	PC071CN1	V9018653	0001233	5G345C1773B	PhIS/SEL-07/HSP-01/PCD-013	Ward	Ward 5
14	PC071CMS	V901W2C7	0001237	5G345C1764B	PhIS/SEL-07/HSP-01/PCD-014	Ward	Ward 7
15	PC071CIB	V901W2CD	0003204	5G34503930B	PhIS/SEL-07/HSP-01/PCD-015	Ward	Ward 8
16	PC071C18	V90185F3	0003210	5G34503927B	PhIS/SEL-07/HSP-01/PCD-016	Ward	Emergency Ward 100



PHIS & CPS PROJECT



2. LASERJET PRINTER

No.	LJP	ASSET TAGGING	DEPARTMENT	LOCATION
1	451457LM2GMN0	PhIS/SEL-07/HSP-01/LJP-001	Main Store	Procurement - LP
2	451457LM2GMH8	PhIS/SEL-07/HSP-01/LJP-002	Outpatient Pharmacy	Distribution
3	451457LM2GLZK	PhIS/SEL-07/HSP-01/LJP-003	Outpatient Pharmacy	Medication Counselling

3. NETWORK SWITCH

No.	SW S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	DNI19260AM4	PhIS/SEL-07/HSP-01/DSW-001	IT	Unit-Retel Ward Supply

4. SERVER

No.	SERVER S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	06GXMTD	PhIS/SEL-07/HSP-01/SVR-001	IT	Stor Pukal
2	06GXMTK	PhIS/SEL-07/HSP-01/SVR-002	IT	Stor Pukal

5. UPS

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	1519403071AF453	PhIS/SEL-07/HSP-01/UPS-001	IT	Stor Pukal

6. THERMAL PRINTER

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	2305P000369	PhIS/SEL-07/HSP-01/THP-001	Outpatient Pharmacy	Screening, Verification & Labeling (Counter 1)
2	2305P002008	PhIS/SEL-07/HSP-01/THP-002	Outpatient Pharmacy	Screening, Verification & Labeling (Counter 2)
3	2305P002124	PhIS/SEL-07/HSP-01/THP-003	Outpatient Pharmacy	Manufacturing - Prepack
4	2305P000396	PhIS/SEL-07/HSP-01/THP-004	Ward Supply Pharmacy	Screening, Verification, Labeling & Dispensing

7. NOTEBOOK

No.	NB S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	R90GR3QM	PhIS/SEL-07/HSP-01/NBK-001	Outpatient Pharmacy	Pool Basis/Ward Pharmacy
2	R90GR3SB	PhIS/SEL-07/HSP-01/NBK-002	Ward Supply Pharmacy	Pool Basis/Ward Pharmacy



PHIS & CPS PROJECT



5. STORAGE

No.	STORAGE S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	06FTWKB	PHIS/SEL-07/HSP-01/STR-001	IT	Stor Pukal