



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

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**Klinik Kesihatan Kalumpang**

**JKN SELANGOR  
(ZONE 9)**

## **1<sup>ST</sup> Preventive Maintenance Report**

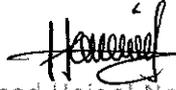
<b>P.M. Date</b>	<b>18 APRIL 2018</b>
<b>Report ID</b>	<b>PM/REPORT/Z9/KKKALUMPANG</b>
<b>Report Version</b>	<b>V1.0</b>



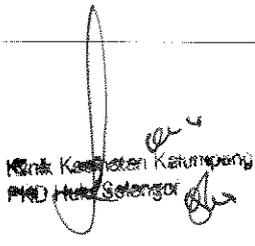
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**Revision History:**

Ver. No	Date of Release	Consolidated by	List of Changes from Previous Version	Signature & Date
1.0	18.4.18	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	
Signature / Company Stamp	 Klinik Kasihaten Katumpung PND Hulu Selangor
Designation / Department	
Date	



PhIS & CPS PROJECT



## Appendix A

# Certificate of Acceptance

**EXECUTION OF PREVENTIVE MAINTENANCE**

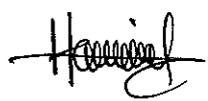
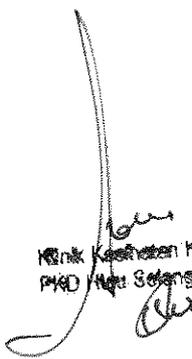
**Project: PhIS & CPS**

**1<sup>ST</sup> Preventive Maintenance (2018)  
For  
Klinik Kesihatan Kalumpang**

Summary findings for Preventive Maintenance conducted on : 18.4.18

No	Item	Allocated Quantity	Serviced Quantity	Remarks
1	Desktop	2	2	
2	Laserjet Printer	1	1	
3	Server	1	1	
4	Ups	1	1	
5	Thermal Printer	1	1	

Signature & Stamp:

<p><u>For PLSB</u></p> <div style="text-align: center;">  </div> <p>Name: Ahmad Heiqal Noor Zartian          Designation: Field Technical Engineer          Pharmaniaga Logistics Sdn. Bhd.          Date:</p>	<p><u>For Facility</u></p> <div style="text-align: center;">  </div> <p>Name: Klinik Kesihatan Kalumpang          Designation: PKD M. S. Selangor          Date:</p>
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## Appendix B

# Preventive Maintenance Checklist

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

(FORM 2)

FACILITY : **KK KALUMPANG** LOCATION : **STOR FARMASI**  
 STATE : **SELANGOR** ZONE : **9** I-T

SERVER 1	SERVER 2	UPS
PAT ID : <b>CPS/SEL-07/MIS-03/SVR-001</b>	PAT ID : <b>CPS/SEL-07/MIS-03/UPS-001</b>	
SERIAL NO : <b>06ZMNY</b>	SERIAL NO : <b>15250851104613</b>	
MODEL : <b>LENOVO X3650 M1S</b>	MODEL : <b>LENOVO X3650 M5</b>	MODEL : <b>LIBERT 3KVA</b>

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

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

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

**PART II - SETUP & HEALTH CHECK**

Run DSA & collect DSA Log	SERVER 1		SERVER 2		N/A	
	Function	Not Function & Resolved	Function	Not Function & Unresolved	Function	Not Function & Unresolved
SERVER 1	<input checked="" type="checkbox"/>		<input type="checkbox"/>			
SERVER 2	<input type="checkbox"/>		<input type="checkbox"/>			

Software/Firmware Version :	SERVER 1		SERVER 2		SERVER 1		SERVER 2	
	Current	Updated	Current	Updated	Current	Updated	Current	Updated
ClamAV	0.99.1		0.99.1		X86_64		X86_64	
Zabbix	2.2.6		2.2.6		3.0.75		3.0.75	
Bacula	5.2.12		5.2.12		4.3.4		4.3.4	
Glassfish	3.1.2.2		3.1.2.2					
UEFI	1.2		1.2					
IMM2	1.92		1.92					

System Software	SERVER 1	SERVER 2
SUSE LINUX (OS)		
Kernel		
GCC		

Housekeeping:	SERVER 1	SERVER 2
Clear /tmp folder > 2 weeks	<input type="checkbox"/>	<input type="checkbox"/>
Archive Log Files	<input type="checkbox"/>	<input type="checkbox"/>

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

(FORM 2)

PAT ID : \_\_\_\_\_  
 SERIAL NO: \_\_\_\_\_  
 TYPE : \_\_\_\_\_ STORAGE

N/A

Function	Not Function & Unresolved	
	Not Function & Resolved	Alert
Perform Health Check:	<input type="checkbox"/>	<input type="checkbox"/>
Storage Manager Error Alerts	<input type="checkbox"/>	<input type="checkbox"/>
Storage events logs	<input type="checkbox"/>	<input type="checkbox"/>
HDD indicator lights	<input type="checkbox"/>	<input type="checkbox"/>
Enable read/write cache	<input type="checkbox"/>	<input type="checkbox"/>
Enable Media Scan both at controller level and LUN level	<input type="checkbox"/>	<input type="checkbox"/>

Software/Firmware Version :

Controller	Updated
ESM	
Driver	

**PART IV - FINDINGS / ALERTS / DETECTION**

**FURTHER ACTION / RECOMMENDATION**

**PART V - ACKNOWLEDGEMENT**

**CUSTOMER**

Signature & Stamp  
 Customer Name  
 Date

  
 Mhd Husein Selangor  
 PHD Husein Selangor

**PHARMANIAGA LOGISTICS SDN BHD (PLSB)**

Signature & stamp  
 Engineer Name  
 Date

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

# PREVENTIVE MAINTENANCE CHECKLIST ( DEVICE )

FACILITY : **KK KALUMPANG**

DEPT : **OUTPATIENT PHARMACY**

LOCATION :

STATE : **SELANGOR**

ZONE : **9**

PAT ID : **CPS/SEL-07/KKS-03/PCD-001**

S/N CPU : **PC071CGL**

MONITOR : **V901W7VR**

KEYBOARD : **0003228**

MOUSE : **5G345C0896B**

DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM / MYKAD / TAB

Location : Acknowledgement, Screening & Labelling , Dispensing

Learned  Unlocated  Relocated

**PART I - STANDARD TASK**

All Device: Cleaning

Desktop/Notebook/TAB: Yes  No  N/A

\* Device is harden

MEMORY : 2 GB  4 GB

**PART II - STANDARD HEALTH CHECK**

Function	Not Function & Resolved	Alert	Ticket No
Verify Condition : Connection via LAN / USB	<input type="checkbox"/>	<input type="checkbox"/>	
Fan/ Power Supply/ Charger	<input type="checkbox"/>	<input type="checkbox"/>	
Hard Disk Utilization (GB) :	Free	Alert	Ticket No
1st Partition	119	<input type="checkbox"/>	
2nd Partition	80-9	<input type="checkbox"/>	
Storage (TAB only)	131	<input type="checkbox"/>	

**PART III - STANDARD SETUP**

Function	Not Function & Resolved	Current Version	Updated Version
Auto update disabled:			
(a) Java (JKD 6 update 30)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(b) Internet Explorer 9 (64bits)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ClamAv - Ver 0.99.1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Microsoft Office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BCP (BCP PC only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Backup PC (Bacula Web)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IOS Version - TAB only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PAT ID : **CPS/SEL-07/KKS-03/PCD-002**

S/N CPU : **PC071CGU**

MONITOR : **V901W6R8**

KEYBOARD : **0003237**

MOUSE : **5G345C0881B**

DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM / MYKAD / TAB

Location : Procurement

Learned  Unlocated  Relocated

**PART I - STANDARD TASK**

All Device: Cleaning

Desktop/Notebook/TAB: Yes  No  N/A

\* Device is harden

MEMORY : 2 GB  4 GB

**PART II - STANDARD HEALTH CHECK**

Function	Not Function & Resolved	Alert	Ticket No
Verify Condition : Connection via LAN / USB	<input type="checkbox"/>	<input type="checkbox"/>	
Fan/ Power Supply/ Charger	<input type="checkbox"/>	<input type="checkbox"/>	
Hard Disk Utilization (GB) :	Free	Alert	Ticket No
1st Partition	116	<input type="checkbox"/>	
2nd Partition	75-9	<input type="checkbox"/>	
Storage (TAB only)	736	<input type="checkbox"/>	

**PART III - STANDARD SETUP**

Function	Not Function & Resolved	Current Version	Updated Version
Auto update disabled:			
(a) Java (JKD 6 update 30)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
(b) Internet Explorer 9 (64bits)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ClamAv - Ver 0.99.1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Microsoft Office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BCP (BCP PC only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Backup PC (Bacula Web)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IOS Version - TAB only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PAT ID : **CPS/SEL-07/KKS-03/LUP-001**

S/N CPU : **451457LW26VMZ**

MONITOR : **N/A**

KEYBOARD : **N/A**

MOUSE : **N/A**

DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM / MYKAD / TAB

Location : Procurement

Learned  Unlocated  Relocated

**PART I - STANDARD TASK**

All Device: Cleaning

Desktop/Notebook/TAB: Yes  No  N/A

\* Device is harden

MEMORY : 2 GB  4 GB

**PART II - STANDARD HEALTH CHECK**

Function	Not Function & Resolved	Alert	Ticket No
Verify Condition : Connection via LAN / USB	<input type="checkbox"/>	<input type="checkbox"/>	
Fan/ Power Supply/ Charger	<input type="checkbox"/>	<input type="checkbox"/>	
Hard Disk Utilization (GB) :	Free	Alert	Ticket No
1st Partition		<input type="checkbox"/>	
2nd Partition		<input type="checkbox"/>	
Storage (TAB only)		<input type="checkbox"/>	

**PART III - STANDARD SETUP**

Function	Not Function & Resolved	Current Version	Updated Version
Auto update disabled:			
(a) Java (JKD 6 update 30)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Internet Explorer 9 (64bits)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ClamAv - Ver 0.99.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Microsoft Office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BCP (BCP PC only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Backup PC (Bacula Web)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IOS Version - TAB only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

# PREVENTIVE MAINTENANCE CHECKLIST ( DEVICE )

FACILITY :	DEPT :	LOCATION :	STATE :	ZONE :
PAT ID :	DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM / MYKAD / TAB			
S/N CPU :	KEYBOARD :	MONITOR :	MOUSE :	Location : Acknowledgement, Screening & Labelling - Dispensing
	<input type="checkbox"/> Loaned <input type="checkbox"/> Unlocated <input type="checkbox"/> Relocated			

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"/>	Verification: IWP <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Desktop/Notebook/TAB: Yes No N/A * Device is harden <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Fan/ Power Supply/ Charger <input type="checkbox"/>	Auto update disabled: (a) Java (JKD 6 update 30) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MEMORY : 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/>	Hard Disk Utilization (GB) : 1st Partition <input type="checkbox"/> <input type="checkbox"/>	(b) Internet Explorer 9 (64bits) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Free <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/>	ClamAv - Ver 0.99.1 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Used <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/>	Microsoft Office <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Storage (TAB only) <input type="checkbox"/>	BCP (BCP PC only) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Backup PC (Bacula Web) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		IOS Version - TAB only <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PAT ID :	DEPT :	LOCATION :	STATE :	ZONE :
S/N CPU :	DESKTOP / NOTEBOOK / LASERJET / THP / BSW / BSM / MYKAD / TAB			
	KEYBOARD :	MONITOR :	MOUSE :	Location :
	<input type="checkbox"/> Loaned <input type="checkbox"/> Unlocated <input type="checkbox"/> Relocated			

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 type="checkbox"/>	Verify Condition : Connection via LAN / USB <input type="checkbox"/>	Verification: IWP <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Desktop/Notebook/TAB: Yes No N/A * Device is harden <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Fan/ Power Supply/ Charger <input type="checkbox"/>	Auto update disabled: (a) Java (JKD 6 update 30) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MEMORY : 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/>	Hard Disk Utilization (GB) : 1st Partition <input type="checkbox"/> <input type="checkbox"/>	(b) Internet Explorer 9 (64bits) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Free <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/>	ClamAv - Ver 0.99.1 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Used <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No <input type="checkbox"/>	Microsoft Office <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Storage (TAB only) <input type="checkbox"/>	BCP (BCP PC only) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Backup PC (Bacula Web) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		IOS Version - TAB only <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PART IV - FINDINGS / ALERTS / DETECTION

PART V - ACKNOWLEDGEMENT
PHARMANIAGA LOGISTICS SDN BHD (PLSB)
Signature & Stamp Customer Name Date
 Ahmad Heiqal Noor Zaman Field Technical Engineer Pharmaniaga Logistics Sdn. Bhd.



## Appendix C

# Hardware Inventory List



### 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	PC071CKL	V901W7VR	0003228	5G345C0896B	CPS/SEL-07/KKS-03/PCD-001	Outpatient Pharmacy	Acknowledgement, Screening & Labelling , Dispensing
2	PC071CGU	V901W6R8	0003237	5G345C0881B	CPS/SEL-07/KKS-03/PCD-002	Outpatient Pharmacy	Procurement

#### 2.LASERJET PRINTER

No.	LJP	ASSET TAGGING	DEPARTMENT	LOCATION
1	451457LM2GMMZ	CPS/SEL-07/KKS-03/LJP-001	Outpatient Pharmacy	Procurement

#### 3.SERVER

No.	SERVER S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	06FZMNY	CPS/SEL-07/KKS-03/SVR-001	IT	Stor Farmasi

#### 4.UPS

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	1523503511AF413	CPS/SEL-07/KKS-03/UPS-001	IT	Stor Farmasi

#### 5.THERMAL PRINTER

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	2305P001968	CPS/SEL-07/KKS-03/THP-001	Outpatient Pharmacy	Acknowledgement, Screening & Labelling , Dispensing