



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

Klinik Kesihatan Kangar

**JKN PERLIS
(ZONE 1)**

1st Preventive Maintenance Report

P.M. Date	28 FEBRUARY 2019
Report ID	PM/REPORT/ZONE1/KKKANGAR
Report Version	V1.0



PhIS & CPS PROJECT

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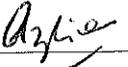
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Revision History:

Ver. No	Date of Release	Consolidated by	List of Changes from Previous Version	Signature & Date
1.0	24/02/2019	Mohd Rizal Shaarin	Initial document	 Mohd Rizal Shaarin Field Technical Engineer

Verified and Acknowledged by facility:

Received / Acknowledged by facility	
Name	
Signature / Company Stamp	NOR AZLINA BT BARAK RPh 3621 Pegawai Farmasi Klinik Kesihatan Kangar 01000, Kangar Perlis
Designation / Department	
Date	



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Appendix A

Certificate of Acceptance

EXECUTION OF PREVENTIVE MAINTENANCE

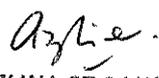
Project: PhIS & CPS

**1st Preventive Maintenance (2019)
For
Klinik Kesihatan Kangar**

Summary findings for Preventive Maintenance conducted on 28/02/2019

No	Item	Allocated Quantity	Serviced Quantity	Remarks
1	Desktop	1	1	
2	LaserJet Printer	1	1	
3	Switch	1	1	
4	Server	1	1	
5	UPS	1	1	

Signature & Stamp:

For PLSB	For Facility
 Name: Mohd Rizal Shaarin Designation: Field Technical Engineer Date: 28/02/19	 Name: NOR AZLINA BT BAKAR RPh 3621 Pegawai Farmasi Klinik Kesihatan Kangar 01000, Kangar Perlis



Appendix B

Preventive Maintenance Checklist

PREVENTIVE MAINTENANCE CHECKLIST (DEVICE)

STATE : PERLIS ZONE : 1

DEPT : OUTPATIENT PHARMACY LOCATION : Procurement 1

FACILITY : KLINIK KESIHATAN KANGAR

DESKTOP / NOTEBOOK / LASERJET / THERMAL-PRINTER

PAT ID : CPS/PLS-01/KKS-01/PCD-001
 S/N CPU : PC04MX87
 MONITOR : V9023WK6
 KEYBOARD : 0003133
 MOUSE : 44F5214

PART I - STANDARD TASK **PART II - STANDARD HEALTH CHECK** **PART III - STANDARD SETUP**

All Device:
 Cleaning **Verify Condition:**
 Connection via LAN / USB **Alert** **Ticket No**

Desktop/Notebook: **Fan/ Power Supply/ Charger**
 Device is harden Yes No **Hard Disk Utilization (GB):**
 1st Partition **Free** **Alert** **Ticket No**

MEMORY : **2nd Partition**
 2 GB **119** **Free** **Alert** **Ticket No**

4 GB **759** **136**

Verification:
 IWP **Auto update disabled:**
 KYM (a) Java (JDK 6 update 30)

PHIS Portal (b) Internet Explorer 9 (64bits)

Microsoft Office ClamAv - Ver 0.99.1

BCP (BCP PC only) Microsoft Office

Backup PC (Bacula Web) BCP (BCP PC only)

Backup PC (Bacula Web) Backup PC (Bacula Web)

PAT ID : CPS/PLS-01/KKS-01/LP-001
 S/N CPU : 45146PLM2Y55Y
 MONITOR :
 KEYBOARD :
 MOUSE :

PART I - STANDARD TASK **PART II - STANDARD HEALTH CHECK** **PART III - STANDARD SETUP**

All Device:
 Cleaning **Verify Condition:**
 Connection via LAN / USB **Alert** **Ticket No**

Desktop/Notebook: **Fan/ Power Supply/ Charger**
 Device is harden Yes No **Hard Disk Utilization (GB):**
 1st Partition **Free** **Alert** **Ticket No**

MEMORY : **2nd Partition**
 2 GB

4 GB

Verification:
 IWP **Auto update disabled:**
 KYM (a) Java (JDK 6 update 30)

PHIS Portal (b) Internet Explorer 9 (64bits)

Microsoft Office ClamAv - Ver 0.99.1

BCP (BCP PC only) Microsoft Office

Backup PC (Bacula Web) BCP (BCP PC only)

Backup PC (Bacula Web) Backup PC (Bacula Web)

PART IV - FINDINGS / ALERTS / DETECTION

FURTHER ACTION / RECOMMENDATION

PART V - ACKNOWLEDGEMENT

CUSTOMER
 Signature & Stamp **NOR AZLINA ET BAKAR**
 Customer Name RPh 3621
 Date Pegawai Farmasi
 Klinik Kesihatan Kangar
 01000, Kangar Perlis

PHARMANIAGA LOGISTICS SDN BHD (PLSB)
 Signature & Stamp **Rizal Shaarin**
 Engineer Name Field Technical Engineer
 Date 25/08/19

**PREVENTIVE MAINTENANCE CHECKLISTS
(CORE SWITCH / DISTRIBUTION SWITCH)**

(FORM 3)

FACILITY : KLINIK KESIHATAN KANGAR

DEPT : IT

LOCATION :

STATE : PERLIS

ZONE : 1

PAT ID : _____ SERIAL NO: _____	CPS/PLS-01/KKS-01/DSW-001 DNI2011089P	Location : _____ Server Room	Location : _____ Server Room
PART I - STANDARD TASK		PART III - STANDARD SETUP	
Cleaning <input checked="" type="checkbox"/>	Verify Condition : Cable & Connection Power Supply Check LED Status System LED Master LED STACK ID	Function <input checked="" type="checkbox"/>	Not Function & Unresolved Alert <input type="checkbox"/>
	Not Function & Unresolved Ticket No	Not Function & Unresolved Alert <input type="checkbox"/>	Ticket No
	Not Function & Unresolved Alert <input type="checkbox"/>	Not Function & Unresolved Alert <input type="checkbox"/>	Ticket No
	Not Function & Unresolved Alert <input type="checkbox"/>	Not Function & Unresolved Alert <input type="checkbox"/>	Ticket No
PART II - STANDARD HEALTH CHECK		PART III - STANDARD SETUP	
SSH Access & Connection		Execute Putty to start	
Test & Verify Management IP via console access		Specify the IP to connect	
Test Login		Test Login	
Test & Verify Management IP via console access		Test & Verify Management IP via console access	
CORE SWITCH / DISTRIBUTION SWITCH			
PAT ID : _____ SERIAL NO: _____	Location : _____ Server Room	Location : _____ Server Room	Location : _____ Server Room
PART I - STANDARD TASK		PART III - STANDARD SETUP	
Cleaning <input type="checkbox"/>	Verify Condition : Cable & Connection Power Supply Check LED Status System LED Master LED STACK ID	Function <input type="checkbox"/>	Not Function & Unresolved Alert <input type="checkbox"/>
	Not Function & Unresolved Ticket No	Not Function & Unresolved Alert <input type="checkbox"/>	Ticket No
	Not Function & Unresolved Alert <input type="checkbox"/>	Not Function & Unresolved Alert <input type="checkbox"/>	Ticket No
	Not Function & Unresolved Alert <input type="checkbox"/>	Not Function & Unresolved Alert <input type="checkbox"/>	Ticket No
CORE SWITCH / DISTRIBUTION SWITCH			
FURTHER ACTION / RECOMMENDATION			
PART V - ACKNOWLEDGEMENT			
Signature & Stamp NOR AZLINA BT BAKAR RPh 3621 Pegawai Farmasi Klinik Kesihatan Kangar 01000, Kangar Perlis		Signature & Stamp Mohd Rizal Shaarin Field Technical Engineer Date 29/02/19	

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

(FORM 2)

FACILITY : **KLINIK KESIHATAN KANGAR** DEPT : **IT** LOCATION : **Server Room**
 STATE : **PERLIS** ZONE : **1**

SERVER 1	SERVER 2	UPS
PAT ID : CPS/PLS-01/KKS-01/SVR-001	PAT ID : CPS/PLS-01/KKS-01/UPS-001	
SERIAL NO : 06HVFZN	SERIAL NO : 1526803014AF413	
MODEL : LENOVO X3500 M5	MODEL : EmersonGXT3-1000RT230	

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

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

Standard Task:

- Cleaning
 - Verify Condition :
 - Connection via LAN / USS
 - Fan/ Power Supply
 - Light Path Diagnosis panel
 - UTP Cable connect to switch
 - HA Gateway to Core Switch
- (For Hospital only)*

SERVER 1		SERVER 2	
Function	Not Function & Resolved	Function	Not Function & Unresolved
	Alert		Alert
<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"/>
<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"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SERVER 2		UPS	
Function	Not Function & Resolved	Function	Not Function & Unresolved
	Alert		Alert
<input type="checkbox"/>	<input type="checkbox"/>	<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"/>	<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"/>

Available	Type	Fluity
5	RDX	-

PART II - SETUP & 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 type="checkbox"/>	<input type="checkbox"/>

N/A

- Run DSA & collect DSA Log
- SERVER 1
- SERVER 2

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
0.99.1			
2.2.6			
5.2.12			
3.1.2.2			
1.11			
1.75			

Software/Firmware Version :

- ClientAV
- Zabbix
- Bacula
- Glassfish
- UEFI
- IMM2

SERVER 1		SERVER 2	
Current	Updated	Current	Updated
SUSE 11			
3-0.76-0.11			
4.3.4			

System Software

- SUSE LINUX (OS)
- Kernel
- GCC

Housekeeping:

- Clear /tmp folder > 2 weeks
- Archive Log Files

SERVER 1	SERVER 2
Screenshot / attachment	Screenshot / attachment

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

(FORM 2)

PAT ID : _____
 SERIAL NO: _____
 TYPE : STORAGE

PART III - STORAGE N/A

Function	Net Function & Resolved		Net Function & Unresolved	
	Alert	Resolved	Alert	Ticket No
Perform Health Check:				
Storage Manager Error Alerts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Storage events logs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
HDD indicator lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Enable read/write cache	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Enable Media Scan both at controller level and LUN level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Software/Firmware Version :

Controller	Current	Updated
ESM		
Driver		

PART IV - FINDINGS / ALERTS / DETECTION **FURTHER ACTION / RECOMMENDATION**

PART V - ACKNOWLEDGEMENT

CUSTOMER

Signature & Stamp *Aziz*
 Customer Name **NOR AZLINA BT BAKAR**
 RPh 3621
 Pegawai Farmasi
 Klinik Kesihatan Kangar
 01000, Kangar Perlis

PHARMANIAGA LOGISTICS SDN BHD (PMSB)

Signature & Stamp *Mqhd Rizal Shaarin*
 Engineer Name **Mqhd Rizal Shaarin**
 Field Technical Engineer
 Date **28/7/2019**



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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	PC04MX87	V9023WK6	0003133	44F6214	CPS/PLS-01/KKS-01/PCD-001	Outpatient Pharmacy	Procurement 1

2. LASERJET PRINTER

No.	LASERJET S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	45146PLM2Y55Y	CPS/PLS-01/KKS-01/LIP-001	Outpatient Pharmacy	Dispensing 2

3.NETWORK SWITCH

No.	SWITCH S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	DN12011089P	CPS/PLS-01/KKS-01/DSW-001	IT	Server Room

4.SERVER

No.	SERVER S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	06HVFNZ	CPS/PLS-01/KKS-01/SVR-001	IT	Server Room

5.UPS

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	1526803014AF413	CPS/PLS-01/KKS-01/UPS-001	IT	Server Room