



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

Klinik Kesihatan Padang Besar

**JKN PERLIS
(ZONE 1)**

1st Preventive Maintenance Report

P.M. Date	26 FEBRUARY 2019
Report ID	PM/REPORT/ZONE1/KKPADANGBESAR
Report Version	V1.0



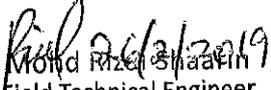
PhIS & CPS PROJECT

pharmaniaga

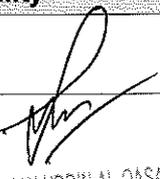
© 2011 – 2019 Pharmaniaga Logistics Sdn Bhd (PLSB)

CONFIDENTIAL COPYRIGHTED MATERIAL – *The information includes all concepts, comments, recommendations, and material, contained herein shall remain the property of Pharmaniaga Logistics Sdn Bhd (PLSB). No portion of this document shall be disclosed, duplicated or used in whole or in part of any purpose other than the purpose of the Pharmacy Information System & Clinic Pharmacy System (PhIS & CPS) Project execution only*

**Revision History:**

Ver. No	Date of Release	Consolidated by	List of Changes from Previous Version	Signature & Date
1.0	26/02/2019	Mohd Rizal Bin Shaarin	Initial document	 Mohd Rizal Bin Shaarin Field Technical Engineer

Verified and Acknowledged by facility:

Received / Acknowledged by facility	
Name	
Signature / Company Stamp	 AHMAD JAMALUDDIN AL-QASAMI BIN JUSOH RPh 15047 Pegawai Farmasi UF41 Klinik Kesihatan Padang Besar, 02100 Padang Besar.
Designation / Department	
Date	26/2/2019



PhIS & CPS PROJECT

pharmaniaga

Appendix A

Certificate of Acceptance

EXECUTION OF PREVENTIVE MAINTENANCE

Project: PhIS & CPS

**1st Preventive Maintenance (2019)
For
Klinik Kesihatan Padang Besar**

Summary findings for Preventive Maintenance conducted on 26/02/2019

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

Signature & Stamp:

<p><u>For PLSB</u></p> <p>Name: Mohd Rizal Shaarin Designation: Field Technical Engineer Date: 26/2/2019</p>	<p><u>For Facility</u></p> <div style="text-align: center;">  </div> <p>Name: AHMAD JAMALUDDIN AL-QASAMI BIN JUSOH RPh 15047 Designation: Pegawai Farmasi UF41 Klinik Kesihatan Padang Besar, 02100 Padang Besar. Date: 26/2/2019</p>
---	--



Appendix B

Preventive Maintenance Checklist

**PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)**

FACILITY : **KLINIK KESIHATAN PADANG BESAR** DEPT : **OUTPATIENT PHARMACY** LOCATION : **PERLIS** STATE : **PERLIS** ZONE : **1**

PAT ID : **CPS/PLS-01/KKS-06/PCD-001** DEPT : **OUTPATIENT PHARMACY** LOCATION : **PERLIS** STATE : **PERLIS** ZONE : **1**

S/N CPU : **PC05FLJP** MONITOR : **V9017VM2** KEYBOARD : **0003510** MOUSE : **H5515HA1RBG** Relocated :

DESKTOP / NOTEBOOK / LASERJET / THERMAL PRINTER

PART I - STANDARD TASK N/A

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

All Device: Cleaning

Desktop/Notebook: Yes No N/A

Device is harden

MEMORY : 2 GB 4 GB

PART II - STANDARD HEALTH CHECK N/A

Function	Not Function & Resolved	Alert	Ticket No
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Used	Free	Alert	Ticket No
123	115		
79.7	132		

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)

PAT ID : **CPS/PLS-01/KKS-06/LJP-001** DEPT : **OUTPATIENT PHARMACY** LOCATION : **PERLIS** STATE : **PERLIS** ZONE : **1**

S/N CPU : **45146PLM2X2V9** MONITOR : **N/A** KEYBOARD : **N/A** MOUSE : **N/A** Relocated :

DESKTOP / NOTEBOOK / LASERJET / THERMAL PRINTER

PART I - STANDARD TASK N/A

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

All Device: Cleaning

Desktop/Notebook: Yes No N/A

Device is harden

MEMORY : 2 GB 4 GB

PART II - STANDARD HEALTH CHECK N/A

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

PAT ID : **CPS/PLS-01/KKS-06/THP-001** DEPT : **OUTPATIENT PHARMACY** LOCATION : **PERLIS** STATE : **PERLIS** ZONE : **1**

S/N CPU : **2305Y000867** MONITOR : **N/A** KEYBOARD : **N/A** MOUSE : **N/A** Relocated :

DESKTOP / NOTEBOOK / LASERJET / THERMAL PRINTER

PART I - STANDARD TASK N/A

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

All Device: Cleaning

Desktop/Notebook: Yes No N/A

Device is harden

MEMORY : 2 GB 4 GB

PART II - STANDARD HEALTH CHECK N/A

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

**PREVENTIVE MAINTENANCE CHECKLIST
(DEVICE)**

FACILITY : **KLINIK KESIHATAN PADANG BESAR** DEPT : **OUTPATIENT PHARMACY** LOCATION : **PERLIS** STATE : **PERLIS** ZONE : **1**

PAT ID : _____ S/N CPU : _____ MONITOR : _____ KEYBOARD : _____ MOUSE : _____

Location : _____ Relocated : Loaned : Unlocated :

DESKTOP / NOTEBOOK / LASERJET / THERMAL PRINTER

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	Function	Not Function & Resolved
All Device: Cleaning <input type="checkbox"/>	Verify Condition : Connection via LAN / USB <input type="checkbox"/>	<input type="checkbox"/>	Alert <input type="checkbox"/> Ticket No _____	Auto update disabled: (a) Java (JDK 6 update 30) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Desktop/Notebook: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Fan/ Power Supply/ Charger <input type="checkbox"/>	<input type="checkbox"/>	Free <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No _____	(b) Internet Explorer 9 (64bits) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Device is harden <input type="checkbox"/>	Hard Disk Utilization (GB) : 1st Partition <input type="checkbox"/>	<input type="checkbox"/>	Used <input type="checkbox"/>	ClamAV - Ver 0.99.1 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MEMORY : 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/>	2nd Partition <input type="checkbox"/>	<input type="checkbox"/>	_____	Microsoft Office <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PAT ID : _____ S/N CPU : _____ MONITOR : _____ KEYBOARD : _____ MOUSE : _____

Location : _____ Relocated : Loaned : Unlocated :

DESKTOP / NOTEBOOK / LASERJET / THERMAL PRINTER

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	Function	Not Function & Resolved
All Device: Cleaning <input type="checkbox"/>	Verify Condition : Connection via LAN / USB <input type="checkbox"/>	<input type="checkbox"/>	Alert <input type="checkbox"/> Ticket No _____	Auto update disabled: (a) Java (JDK 6 update 30) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Desktop/Notebook: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Fan/ Power Supply/ Charger <input type="checkbox"/>	<input type="checkbox"/>	Free <input type="checkbox"/> Alert <input type="checkbox"/> Ticket No _____	(b) Internet Explorer 9 (64bits) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Device is harden <input type="checkbox"/>	Hard Disk Utilization (GB) : 1st Partition <input type="checkbox"/>	<input type="checkbox"/>	Used <input type="checkbox"/>	ClamAV - Ver 0.99.1 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MEMORY : 2 GB <input type="checkbox"/> 4 GB <input type="checkbox"/>	2nd Partition <input type="checkbox"/>	<input type="checkbox"/>	_____	Microsoft Office <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PART IV - FINDINGS / ALERTS / DETECTION

FURTHER ACTION / RECOMMENDATION

PART V - ACKNOWLEDGEMENT

CUSTOMER

Signature & Stamp: **AHMAD JAWALUDDIN AL-QASAMI BIN JUSOI**
 Customer Name: **RPh 15047**
 Date: **Pegawai Farmasi UF41**

Signature & Stamp: **Mohd Rizal Shaarin**
 Engineer Name: **Field Technical Engineer**
 Date: **26/2/2019**

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

(FORM 3)

FACILITY : KLINIK KESIHATAN PADANG BESAR

DEPT : IT

LOCATION :

STATE : PERLIS

ZONE : 1

PAT ID :	CPS/PLS-01/KKS-06/DSW-001	Location :	Outpatient Pharmacy
SERIAL NO:	DNI201605NH	Loaned <input type="checkbox"/>	Unlocated <input type="checkbox"/>
		Relocated <input type="checkbox"/>	

PART II - STANDARD HEALTH CHECK			
Function	Not Function & Resolved	Alert	Ticket No
Verify Condition :			
Cable & Connection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Power Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Check LED Status			
System LED	<input type="checkbox"/>	<input type="checkbox"/>	
Master LED	<input type="checkbox"/>	<input type="checkbox"/>	
STACK ID			

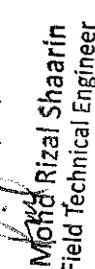
PART III - STANDARD SETUP			
Function	Not Function & Resolved	Alert	Ticket No
SSH Access & Connection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Execute Putty to start	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Specify the IP to connect	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Test Login	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Test & Verify Management IP via console access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

PAT ID :	CORE SWITCH / DISTRIBUTION SWITCH	Location :	
SERIAL NO:		Loaned <input type="checkbox"/>	Unlocated <input type="checkbox"/>
		Relocated <input type="checkbox"/>	

PART II - STANDARD HEALTH CHECK			
Function	Not Function & Resolved	Alert	Ticket No
Verify Condition :			
Cable & Connection	<input type="checkbox"/>	<input type="checkbox"/>	
Power Supply	<input type="checkbox"/>	<input type="checkbox"/>	
Check LED Status			
System LED	<input type="checkbox"/>	<input type="checkbox"/>	
Master LED	<input type="checkbox"/>	<input type="checkbox"/>	
STACK ID			

PART III - STANDARD SETUP			
Function	Not Function & Resolved	Alert	Ticket No
SSH Access & Connection	<input type="checkbox"/>	<input type="checkbox"/>	
Execute Putty to start	<input type="checkbox"/>	<input type="checkbox"/>	
Specify the IP to connect	<input type="checkbox"/>	<input type="checkbox"/>	
Test Login	<input type="checkbox"/>	<input type="checkbox"/>	
Test & Verify Management IP via console access	<input type="checkbox"/>	<input type="checkbox"/>	

PART IV - FINDINGS / COMMENTS / DETECTION

PART V - ACKNOWLEDGEMENT	
Signature & Stamp  AHMAD JAMALUDDIN AL-QASAMI BIN JUSOH RPh 15047 Pegawai Farmasi UF41 Klinik Kesihatan Padang Besar, 02100 Padang Besar.	Signature & Stamp  MOHD RIZAL SHAARIN Field Technical Engineer 25/2/2019
Customer Name	Engineer Name
Date	Date

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

(FORM 2)

FACILITY : KLINIK KESIHATAN PADANG BESAR DEPT : IT LOCATION : Outpatient Pharmacy
 STATE : PERLIS ZONE : 1

SERVER 1	SERVER 2	UPS
PAT ID : <u>CPS/PLS-01/KKS-06/SVR-001</u>	PAT ID : <u>CPS/PLS-01/KKS-06/UPS-001</u>	
SERIAL NO : <u>J3001M3</u>	SERIAL NO : <u>1523803182AF413</u>	
MODEL : <u>LENOVO X3500 M5</u>	MODEL : <u>EmersonGXT3-1000RT230</u>	

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

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

Standard Task:

Function	SERVER 1		SERVER 2		UPS	
	Net Function & Resolved	Alert	Net Function & Resolved	Alert	Net Function & Resolved	Alert
Cleaning	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
Verify Condition :						
Connection via LAN / USB	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fan/ Power Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Light Path Diagnosis panel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UTP Cable connect to switch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HA Gateway to Core Switch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Function	SERVER 1		SERVER 2		UPS	
	Net Function & Resolved	Alert	Net Function & Resolved	Alert	Net Function & Resolved	Alert
By pass Test	<input type="checkbox"/>					
Webcard	<input type="checkbox"/>					
Multilink	<input type="checkbox"/>					

Available	Type	Qty
<u>5</u>	<u>RDX</u>	<u>-</u>

PART II - SETUP & HEALTH CHECK

Function	SERVER 1		SERVER 2	
	Net Function & Resolved	Alert	Net Function & Resolved	Alert
Run DSA & collect DSA Log	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SERVER 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SERVER 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

N/A

Software/Firmware Version :

Software/Firmware	SERVER 1		SERVER 2	
	Current	Updated	Current	Updated
ClamAV	<u>0.99.1</u>			
Zabbix	<u>2.2.6</u>			
Bacula	<u>5.2.12</u>			
Glassfish	<u>3.1.2.2</u>			
UEFI	<u>1.20</u>			
IMM2	<u>1.75</u>			

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

SERVER 1		SERVER 2	
Current	Updated	Current	Updated

SERVER 1		SERVER 2	
Current	Updated	Current	Updated

SERVER 1		SERVER 2	
Current	Updated	Current	Updated

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

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

(FORM 2)

PAT ID : _____
 SERIAL NO: _____
 TYPE : STORAGE

N/A

Function	Not Function & Resolved		Not Function & Unresolved	
	Alert	Ticket No	Alert	Ticket No
Perform Health Check:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Storage Manager Error Alerts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Storage events logs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HDD indicator lights	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enable read/write cache	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>

Software/Firmware Version :
 Controller
 ESM
 Driver

Current	Updated

PART IV - FINDINGS / ALERTS / DETECTION

PART V - ACKNOWLEDGEMENT

CUSTOMER

Signature & Stamp
 Customer Name: AHMAD JAMALUDDIN AL-QASAMI BIN JUSOF
 RPh 15047
 Pegawai Farmasi UF41
 Klinik Kesihatan Padang Besar
 02100 Padang Besar.
 Date: 24/2/19

PHARMAIAGA LOGISTICS SDN BHD (PLSB)

Signature & Stamp
 Engineer Name: Mohd Rizal Shaarin
 Field Technical Engineer
 Date: 26/2/2019



Appendix C

Hardware Inventory List



PHIS & CPS PROJECT

pharmaniaga

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	PC05FLIP	V9017VM2	0003510	HS515HA1RBG	CPS/PLS-01/KKS-06/PCD-001	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing

2. THERMAL PRINTER

No.	THERMAL S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	2305Y000867	CPS/PLS-01/KKS-06/THP-001	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing

3. LASERJET PRINTER

No.	LASERJET S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	45146PLIM2X2V9	CPS/PLS-01/KKS-06/LJP-001	Outpatient Pharmacy	Screening, Verification, Labelling & Dispensing

4. NETWORK SWITCH

No.	SWITCH S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	DN1201605NH	CPS/PLS-01/KKS-06/DSW-001	IT	Outpatient Pharmacy

5. SERVER

No.	SERVER S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	J300LM3	CPS/PLS-01/KKS-06/SVR-001	IT	Outpatient Pharmacy

6. UPS

No.	UPS S/N	ASSET TAGGING	DEPARTMENT	LOCATION
1	1523803182AF413	CPS/PLS-01/KKS-06/UPS-001	IT	Outpatient Pharmacy