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

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## Pejabat Kesihatan Daerah Petaling

## JKN SELANGOR (ZONE 10)

## 1st Preventive Maintenance Report

| | |
|---|---|
| P.M. Date | 06 FEBRUARY 2018 |
| Report ID | PM/REPORT/Z10/PKDPETALING |
| Report Version | V1.0 |

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**Revision History:**

| Ver. No | Date of Release | Consolidated by | List of Changes from Previous Version | Signature & Date |
|---|---|---|---|---|
| 1.0 | 06/02/2018 | Muhammad Anuar bin Awaluddin | Initial document | MUHAMMAD ANUAR B. AWALUDDIN<br>PhIS & CPS Implementation<br>Pharmaniaga Logistics Sdn. Bhd.<br>6/2/18 |
| | | | | |

**Verified and Acknowledged by facility:**

| Received / Acknowledged by facility | |
|---|---|
| **Name** | PUA CHIEW YIAN<br>PEGAWAI FARMASI UMB |
| **Signature / Company Stamp** | |
| **Designation / Department** | Pegawai Farmasi |
| **Date** | 6/2/18. |

# Appendix A

# Certificate of Acceptance

PhIS

pharmaniaga

# EXECUTION OF PREVENTIVE MAINTENANCE

## Project: PhIS & CPS

## 1ST Preventive Maintenance (2018)
## For
## Pejabat Kesihatan Daerah Petaling

Summary findings for Preventive Maintenance conducted on 06/02/2018

| No | Item | Allocated Quantity | Serviced Quantity | Remarks |
|---|---|---|---|---|
| 1 | Desktop | 1 | 1 | i |
| 2 | LaserJet Printer | 1 | 1 | i |

*Signature & Stamp:*

| For PLSB | For Facility |
|---|---|
| Name: MUHAMMAD ANUAR B. AWALUDIN | Name: PUAN ANDREW YIAN PENGAWAI FARMASI DAERAH |
| Designation: PhIS & CPS Implementer Pharmaniaga Logistic Sdn. Bhd. | Designation: |
| Date: 6/2/18 | Date: 6/2/18 |

# Appendix B

# Preventive Maintenance Checklist

# PREVENTIVE MAINTENANCE CHECKLIST
## ( DEVICE )

(FORM 1)

FACILITY : PKD PETALING | DEPT : PHARMACY LOGISTIC | LOCATION : | STATE : SELANGOR | ZONE : 10

PAT ID : CPS/SEL-04/PKD-01/PCD-001 | DESKTOP / ~~NOTEBOOK / LASERJET / THERMAL PRINTER~~ | Location : MAIN STORE

S/N CPU : PC04RRYF | MONITOR: V901TYN2 | KEYBOARD : 0006512 | MOUSE: 0006512 | Loaned: ☐ Unlocated : ☐ Relocated : ☐

**PART I - STANDARD TASK**

All Device:
- Cleaning ☑

Desktop/Notebook: Yes ☐ No ☑ N/A ☐
- Device is harden
- MEMORY : 2 GB ☑ / 4 GB ☐

**PART II - STANDARD HEALTH CHECK** N/A ☐

| Verify Condition : | Function | Not Function & Resolved | Not Function & Unresolved | Alert | Ticket No |
|---|---|---|---|---|---|
| Connection via LAN / USB | ☑ | ☐ | ☐ | | |
| Fan/ Power Supply/ Charger | ☑ | ☐ | ☐ | | |
| **Hard Disk Utilization (GB) :** | Used | Free | Alert | Ticket No | |
| 1st Partition | 117 | 122 | ☐ | | |
| 2nd Partition | 76.2 | 136. | ☐ | | |

**PART III - STANDARD SETUP** N/A ☐

| Verification: | Function | Not Function & Resolved |
|---|---|---|
| IWP | ☑ | ☐ |
| KYM | ☑ | ☐ |
| PhIS Portal | ☑ | ☐ |

| Auto update disabled: | Function | Not Function & Resolved | Current Version | Updated Version |
|---|---|---|---|---|
| (a) Java (JKD 6 update 30) | ☑ | ☐ | ☐ | |
| (b) Internet Explorer 9 (64bits) | ☑ | ☐ | ☐ | |
| ClamAv - Ver 0.98.3 | ☑ | ☐ | ☐ | |
| Microsoft Office | ☑ | ☐ | ☐ | |
| BCP (BCP PC only) | ☐ | ☐ | ☐ | |
| Backup PC (Bacula Web) | ☐ | ☐ | ☐ | |

PAT ID : CPS/SEL-04/PKD-01/LJP-001 | ~~DESKTOP / NOTEBOOK~~ / LASERJET / ~~THERMAL PRINTER~~ | Location : MAIN STORE

S/N CPU : 45145PLM2H6TH | MONITOR: | KEYBOARD : | MOUSE: | Loaned: ☐ Unlocated : ☐ Relocated : ☐

**PART I - STANDARD TASK**

All Device:
- Cleaning ☑

Desktop/Notebook: Yes ☐ No ☐ N/A ☐
- Device is harden
- MEMORY : 2 GB ☐ / 4 GB ☐

**PART II - STANDARD HEALTH CHECK** N/A ☐

| Verify Condition : | Function | Not Function & Resolved | Not Function & Unresolved | Alert | Ticket No |
|---|---|---|---|---|---|
| Connection via LAN / USB | ☑ | ☐ | ☐ | | |
| Fan/ Power Supply/ Charger | ☑ | ☐ | ☐ | | |
| **Hard Disk Utilization (GB) :** | Used | Free | Alert | Ticket No | |
| 1st Partition | | | ☐ | | |
| 2nd Partition | | | ☐ | | |

**PART III - STANDARD SETUP** N/A ☑

| Verification: | Function | Not Function & Resolved |
|---|---|---|
| IWP | ☐ | ☐ |
| KYM | ☐ | ☐ |
| PhIS Portal | ☐ | ☐ |

| Auto update disabled: | Function | Not Function & Resolved | Current Version | Updated Version |
|---|---|---|---|---|
| (a) Java (JKD 6 update 30) | ☐ | ☐ | ☐ | |
| (b) Internet Explorer 9 (64bits) | ☐ | ☐ | ☐ | |
| ClamAv - Ver 0.98.3 | ☐ | ☐ | ☐ | |
| Microsoft Office | ☐ | ☐ | ☐ | |
| BCP (BCP PC only) | ☐ | ☐ | ☐ | |
| Backup PC (Bacula Web) | ☐ | ☐ | ☐ | |

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

**FURTHER ACTION / RECOMMENDATION**

**PART V - ACKNOWLEDGEMENT**

**CUSTOMER**

Signature & Stamp
Customer Name: PUA CHIEW YIAN, PEGAWAI FARMASI U41
Date: 6/2/18

**PHARMANIAGA LOGISTICS SDN BHD (PLSB)**

Signature & Stamp
Engineer Name: MUHAMMAD ANUAR B. [illegible], PhIS & CPS Implementer, Pharmaniaga Logistic Sdn. Bhd.
Date: 6/2/18

# 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 | PC04RRYF | V901TXN2 | 0006512 | 44N0962 | CPS/SEL-04/PKD-01/PCD-001 | Pharmacy Logistic | Main Store |

2. LASERJET PRINTER

| No. | LASERJET | ASSET TAGGING | DEPARTMENT | LOCATION |
|---|---|---|---|---|
| 1 | 45145PLM2H6TH | CPS/SEL-04/PKD-01/LJP-001 | Pharmacy Logistic | Main Store |