



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

User Manual Integrated Web Portal (IWP) Maintenance - Inventory

Version	: 13th Edition
Document ID	: HQ_U.MANUAL_IWP_MAINTENANCE_INVENTORY



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Reference ID : HQ_U.MANUAL_IWP_MAINTENANCE_INVENTORY-13th E

Application reference: PhIS & CPS v2.6.1



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1 Introduction

1.1. Overview of IWP

Integrated Web Portal or better known as IWP is the HQ Application where it served various of function which is :

1. HQ Master Maintenance
2. HQ Master Distribution
3. HQ Transaction (Contract HQ, Special Request KPK)
4. HQ ePerolehan Enquiry
5. ePerolehan Integration (Procurement)
6. Synchronize between existing PIWP and New PIWP
7. PKD Approval (Budget, Payment, Year-End, Task List)
8. Integration Gateway (SPUB, Outsource, External, Notification)
9. Notification Distribution (Product Recall, Message)
10. Log Dashboard & Enquiry (for Administration)

1.2. Purpose and Objectives

This user manual outlines the IWP (Maintenance Inventory) sub-module and its key features and functionalities. The primary objective is to guide users through the process of completing PhIS application process.

User will understand the following activities in details:

- Create a new maintenance inventory
- Edit a Maintenance Inventory

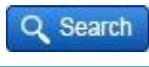
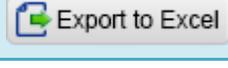
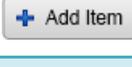
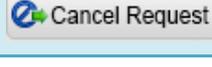
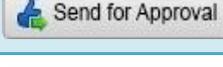
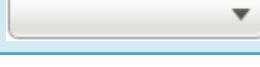
1.3. Organised Sections

These are the sections within this document:

- Section 1 : Introduction
- Section 2 : Application Standard Features
- Section 3 : Notification
- Section 4 : Acronyms
- Section 5 : Link to IWP Modules

2 Application Standard Features

2.1. IWP Legend

Standard Legend			
	Login to PhIS		Logout from PhIS
	Change Login Password		Reset Login Screen
	Expand Menu		Collapse Menu
	Display Home Tab		Expand Module
	Collapse Module		Close All Open Tabs
	Refresh Screen		Search Record
	Add/Create New Record		Show Help
	Print	*	Mandatory Field
	Calendar Icon		Search Icon
	Close Window		Radio Button
<input type="checkbox"/>	Checkbox		Edit Record
	Cancel		Delete Record
	Save		Export and Open Report in Excel Format
	Add Item to the list		Delete Item from the list
	Request for Approval		Cancel the Request
	Approve Transaction		Reject Transaction
	Send for Approval		Dropdown Box
	Automatically Display/Retrieve Box		Empty Text Box

Note

- To learn more about Login Information, kindly click [Login Information](#) Modules for descriptive step.

3 Maintenance - Inventory

Overview

The Module will provided a portal for configuration guide for the user which describe the basic and advanced features available on the sytem. User manual,which described the basic and advanced features available on the system. User manual assist in the development of application

User Group

This module is intended for BPF users (subject to user assigned by the BPF)

Functional Diagram

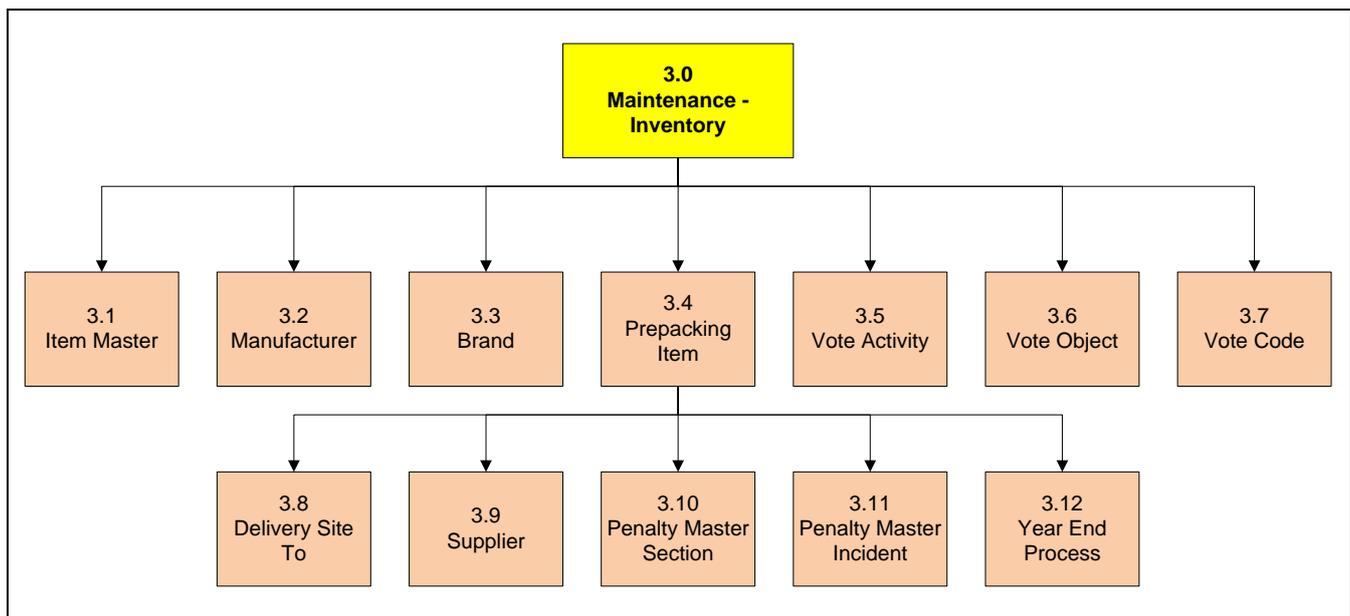


Figure 3.0

Functional Description

- **Item Master**
Item Master screen allow user to view existing item master record,Create new record and modify the existing record
- **Manufacturer**
Manufacturer screen allow user to view existing record,Create new record and modify the existing record.
- **Brand**
Brand screen allow user to view existing record,Create new record and modify the existing record
- **Prepacking litem**
Prepacking screen allow user to view existing record,Create new record and modify the existing record



- **Vote Activity**
Vote Activity screen allow user to view existing record,Create new record and modify the existing record
- **Vote Object**
Vote Activity screen allow user to view existing record,Create new record and modify the existing record
- **Vote Code**
Vote Code screen allow user to view existing record,Create new record and modify the existing record
- **Delivery Site To**
Delivery Site To screen allow user to view existing record,Create new record and modify the existing record
- **Supplier**
Supplier screen allow user to view existing record,Create new record and modify the existing record
- **Penalty Master Section**
Penalty Master Section screen allow user to view existing record,Create new record and modify the existing record
- **Penalty Master Incident**
Penalty Master Incident screen allow user to view existing record,Create new record and modify the existing record
- **Year End Process**
Year End Process screen allow user to view existing record,Modify the existing record

3.1. Brand

3.1.1. Create New Brand

To create New Brand records, perform the steps below:

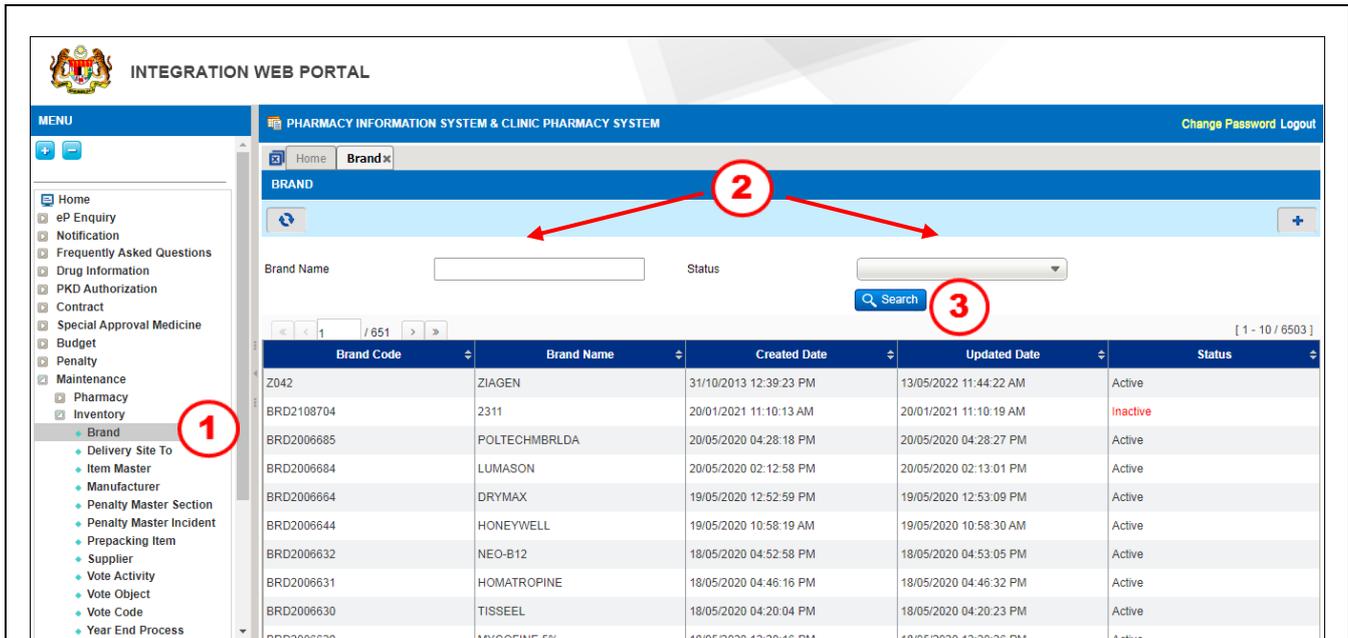


Figure 3.1.1-1 Brand Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Brand'

STEP 2

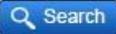
Search existing record by entering **Brand Name** and/or selecting **Status**

Note

There are Status as below:

- Active
- Inactive

STEP 3

Click on the  button and system will display the related record

Note

User is allow to view the information by click on the related record and information will be displayed as Figure 3.1.1-2

Brand Code	BRD2006684
Brand Name	LUMASON *
Type	<input checked="" type="radio"/> Innovator <input type="radio"/> Generic <input type="radio"/> NA *
Remarks	
Status	Active

Figure 3.1.1-2 Brand Dialog

Note

- Click on the button to close the screen
- Click on the button to delete the record
- Click on the button to edit the record
- Click on the button to create new record

Brand Code	Brand Name	Created Date	Updated Date	Status
Z042	ZIAGEN	31/10/2013 12:39:23 PM	13/05/2022 11:44:22 AM	Active
BRD2108704	2311	20/01/2021 11:10:13 AM	20/01/2021 11:10:19 AM	Inactive
BRD2006685	POLTECHMBRLDA	20/05/2020 04:28:18 PM	20/05/2020 04:28:27 PM	Active
BRD2006684	LUMASON	20/05/2020 02:12:58 PM	20/05/2020 02:13:01 PM	Active
BRD2006664	DRYMAX	19/05/2020 12:52:59 PM	19/05/2020 12:53:09 PM	Active
BRD2006644	HONEYWELL	19/05/2020 10:58:19 AM	19/05/2020 10:58:30 AM	Active
BRD2006632	NEO-B12	18/05/2020 04:52:58 PM	18/05/2020 04:53:05 PM	Active
BRD2006631	HOMATROPINE	18/05/2020 04:46:16 PM	18/05/2020 04:46:32 PM	Active
BRD2006630	TISSEEL	18/05/2020 04:20:04 PM	18/05/2020 04:20:23 PM	Active

Figure 3.1.1-3 Brand Listing Page

STEP 4

Click on the button to create a new record and Brand Dialog screen will be displayed as Figure 3.1.1-4

BRAND DIALOG

Brand Code:

Brand Name: *

Type: Innovator Generic NA *

Remarks:

Status:

Figure 3.1.1-4 Brand Dialog

STEP 5

Enter **Brand Name**

STEP 6

Click on the **Innovator** or **Generic** or **NA** radio button

Note

Remarks is an optional field

STEP 7

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.1.1-5

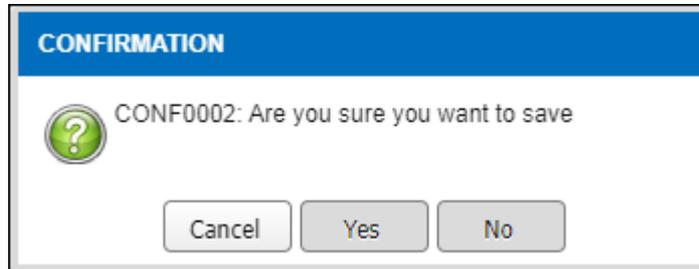
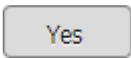


Figure 3.1.1-5 Confirmation Message

- Click on the  button to save the record
- Information Message will display after click on the  button as Figure 3.1.1-6

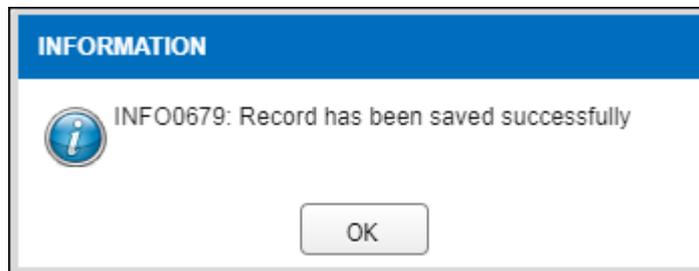
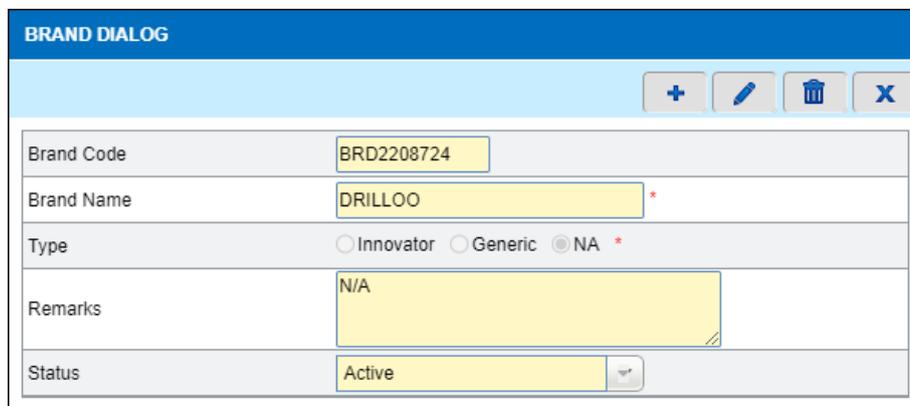


Figure 3.1.1-6 Information Message

- Click on the  button to confirmed the record and **Brand Code No** will generated for future reference



A "BRAND DIALOG" form with a blue header. It contains several input fields and a dropdown menu. The fields are: "Brand Code" (BRD2208724), "Brand Name" (DRILLOO), "Type" (Innovator, Generic, NA), "Remarks" (N/A), and "Status" (Active). There are also icons for adding, editing, deleting, and closing the dialog.

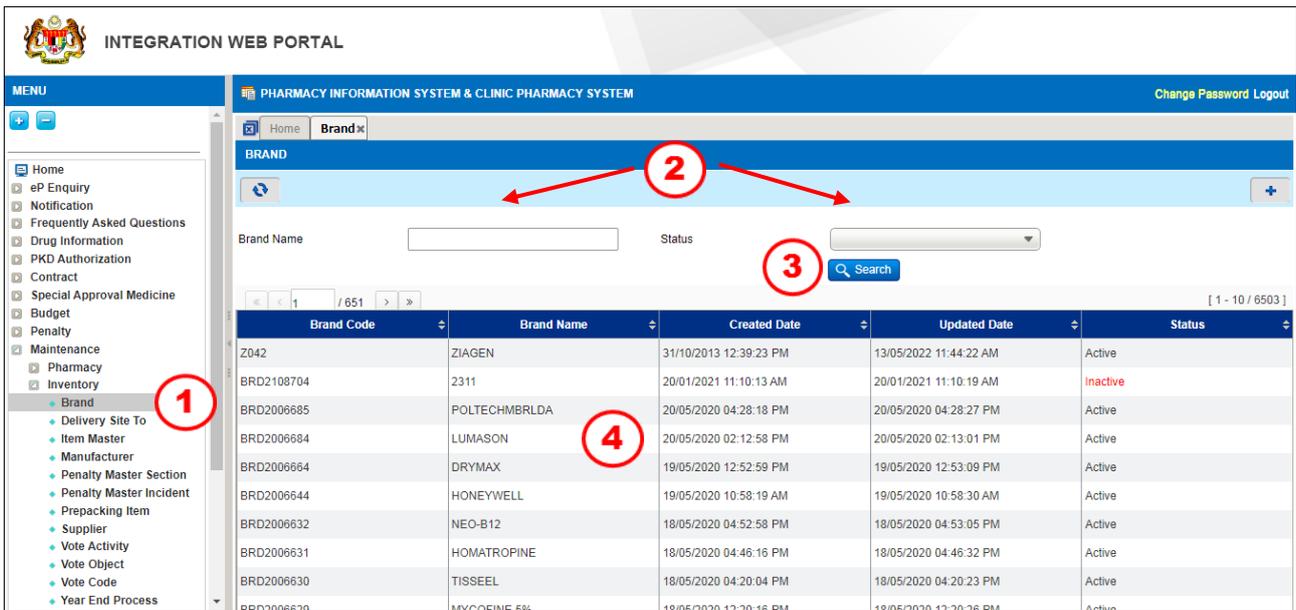
Figure 3.1.1-7 Brand Dialog

Note

Click on the  button to close the screen

3.1.2. Modify Brand

To Modify Brand records, perform the steps below:



Brand Code	Brand Name	Created Date	Updated Date	Status
Z042	ZIAGEN	31/10/2013 12:39:23 PM	13/05/2022 11:44:22 AM	Active
BRD2108704	2311	20/01/2021 11:10:13 AM	20/01/2021 11:10:19 AM	Inactive
BRD2006685	POLTECHMBRLDA	20/05/2020 04:28:18 PM	20/05/2020 04:28:27 PM	Active
BRD2006684	LUMASON	20/05/2020 02:12:58 PM	20/05/2020 02:13:01 PM	Active
BRD2006664	DRYMAX	19/05/2020 12:52:59 PM	19/05/2020 12:53:09 PM	Active
BRD2006644	HONEYWELL	19/05/2020 10:58:19 AM	19/05/2020 10:58:30 AM	Active
BRD2006632	NEO-B12	18/05/2020 04:52:58 PM	18/05/2020 04:53:05 PM	Active
BRD2006631	HOMATROPINE	18/05/2020 04:46:16 PM	18/05/2020 04:46:32 PM	Active
BRD2006630	TISSEEL	18/05/2020 04:20:04 PM	18/05/2020 04:20:23 PM	Active

Figure 3.1.2-1 Brand Listing Page

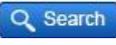
STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Brand'

STEP 2

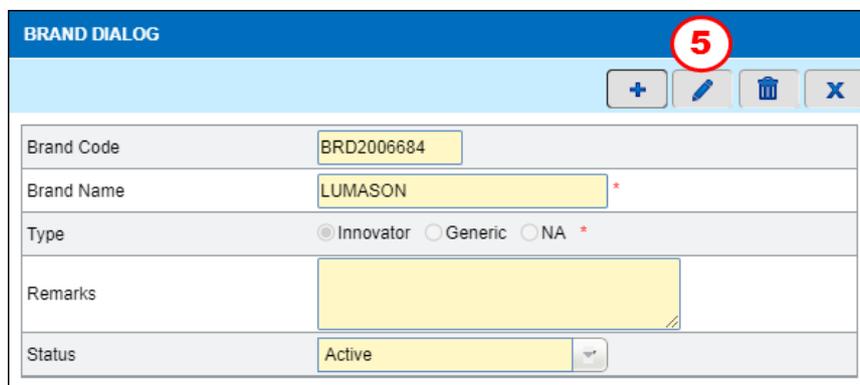
Search existing record by entering **Brand Name** and/or selecting **Status**

STEP 3

Click on the  button and system will display the related record

STEP 4

Click on the selected record



Brand Code	BRD2006684
Brand Name	LUMASON *
Type	<input checked="" type="radio"/> Innovator <input type="radio"/> Generic <input type="radio"/> NA *
Remarks	
Status	Active

Figure 3.1.2-2 Brand Dialog

STEP 5

Click on the  button to edit the record

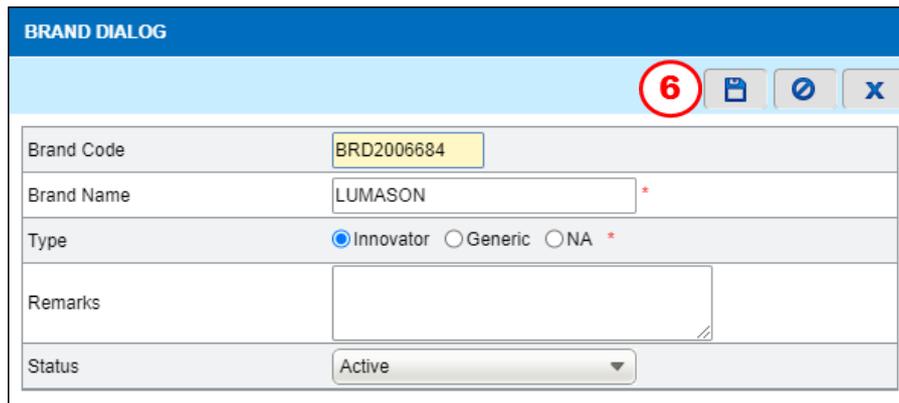


Figure 3.1.2-3 Brand Dialog

Note

User is allow to edit:

- **Brand Name**
- **Type**
- **Remarks**
- **Status**

STEP 6

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.1.2-4

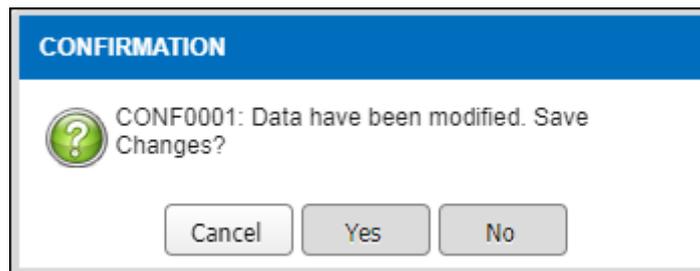
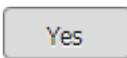
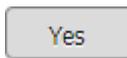


Figure 3.1.2-4 Confirmation Message

- Click on the  button to save the edited record
- Information Message will display after click on the  button as Figure 3.1.2-5

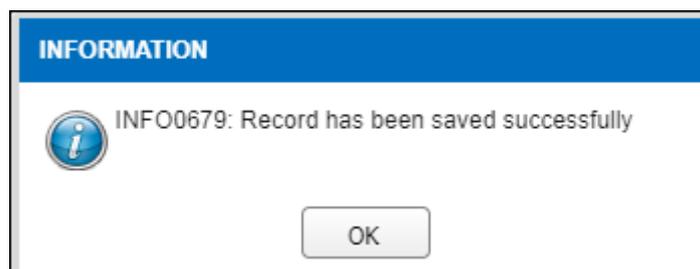
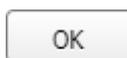
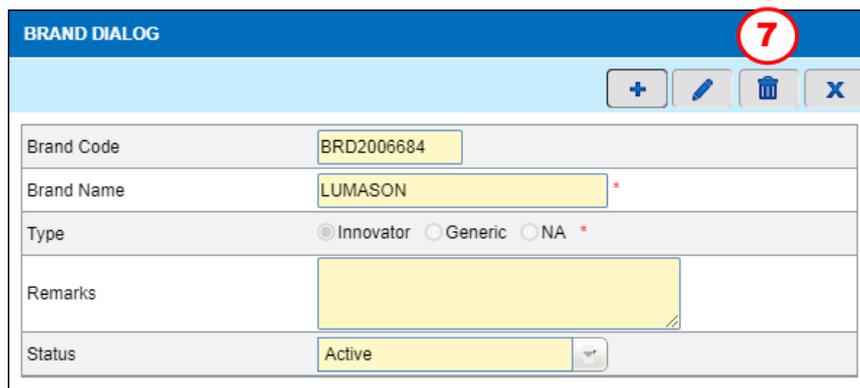


Figure 3.1.2-5 Information Message

- Click on the  button to confirmed the edited record



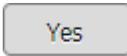
BRAND DIALOG	
Brand Code	BRD2006684
Brand Name	LUMASON *
Type	<input checked="" type="radio"/> Innovator <input type="radio"/> Generic <input type="radio"/> NA *
Remarks	
Status	Active

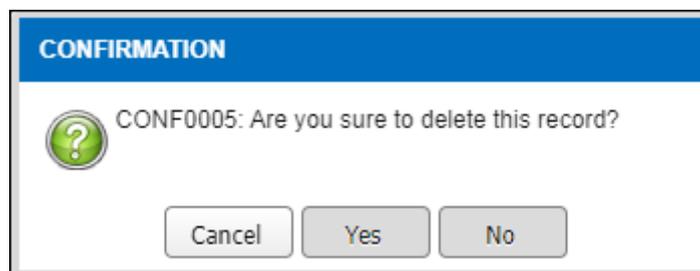
Figure 3.1.2-6 Brand Dialog

STEP 7

Click on the  button to delete the record

Note

- System will display a Confirmation Message as Figure 3.1.2-7
- Click on the  button to delete the record



CONFIRMATION

CONF0005: Are you sure to delete this record?

Cancel Yes No

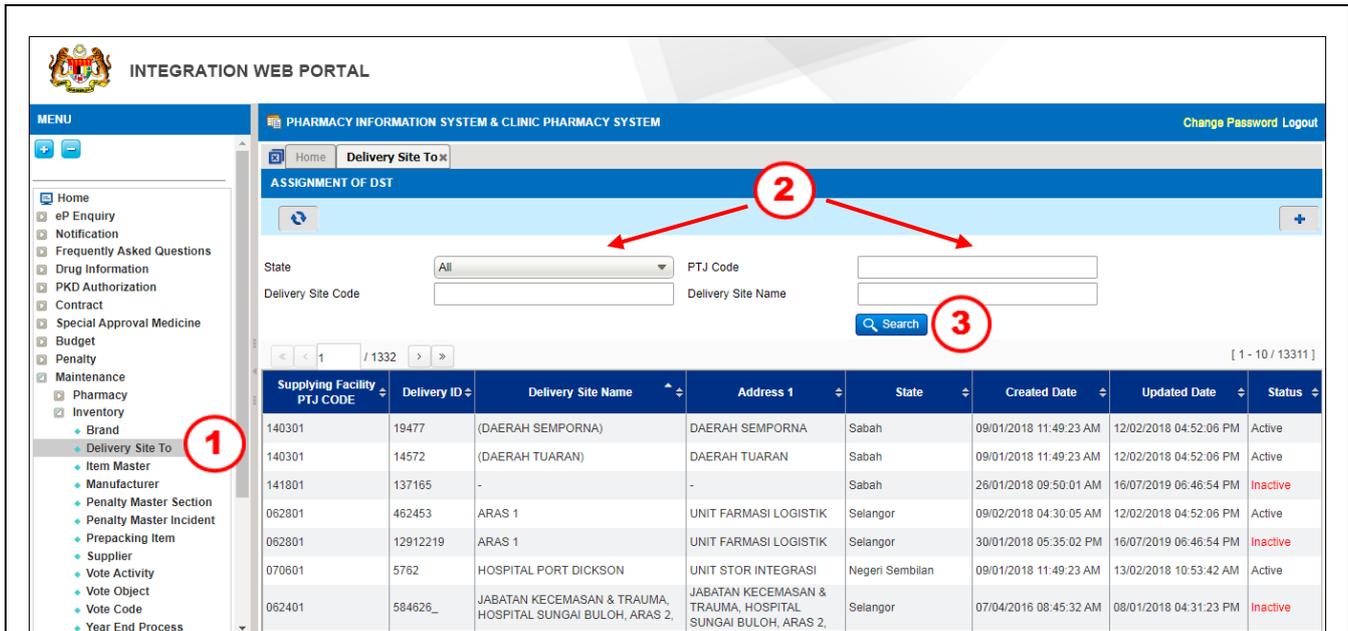
Figure 3.1.2-7 Confirmation Message

- The status of the record will be **Inactive**

3.2. Delivery Site To

3.2.1. Create New Delivery Site To

To create New Delivery Site To records, perform the steps below:



INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home Delivery Site To

ASSIGNMENT OF DST

State: All PTJ Code: Delivery Site Code: Delivery Site Name: Search

Supplying Facility PTJ CODE	Delivery ID	Delivery Site Name	Address 1	State	Created Date	Updated Date	Status
140301	19477	(DAERAH SEMPORNA)	DAERAH SEMPORNA	Sabah	09/01/2018 11:49:23 AM	12/02/2018 04:52:06 PM	Active
140301	14572	(DAERAH TUARAN)	DAERAH TUARAN	Sabah	09/01/2018 11:49:23 AM	12/02/2018 04:52:06 PM	Active
141801	137165	-	-	Sabah	26/01/2018 09:50:01 AM	16/07/2019 06:46:54 PM	Inactive
062801	462453	ARAS 1	UNIT FARMASI LOGISTIK	Selangor	09/02/2018 04:30:05 AM	12/02/2018 04:52:06 PM	Active
062801	12912219	ARAS 1	UNIT FARMASI LOGISTIK	Selangor	30/01/2018 05:35:02 PM	16/07/2019 06:46:54 PM	Inactive
070601	5762	HOSPITAL PORT DICKSON	UNIT STOR INTEGRASI	Negeri Sembilan	09/01/2018 11:49:23 AM	13/02/2018 10:53:42 AM	Active
062401	584626_	JABATAN KECEMASAN & TRAUMA, HOSPITAL SUNGAI BULOH, ARAS 2.	JABATAN KECEMASAN & TRAUMA, HOSPITAL SUNGAI BULOH, ARAS 2.	Selangor	07/04/2016 08:45:32 AM	08/01/2018 04:31:23 PM	Inactive

Figure 3.2.1-1 Delivery Site To Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Delivery Site To'

STEP 2

Search existing record by entering:

- **State**
- **PTJ Code**
- **Delivery Site Code**
- **Delivery Site Name**

STEP 3

Click on the  button and system will display the related record

Note

User is allow to view the information by click on the related record and information will be displayed as Figure 3.2.1-2

ASSIGNMENT OF DST

+
✎
🗑
✕

Delivery ID	19477 *	Status	Active
Delivery Site Name	(DAERAH SEMPORNA) *	Contact Person	
Address 1	DAERAH SEMPORNA *	Email	
Address 2	NA	City	SABAH *
Address 3	NA	State	Sabah *
Contact Number (Office)		Postcode	00 *
Contact Number (Mobile)		Country	Malaysia
Fax No.		Remarks	
Supplying Facility PTJ CODE	140301 *		

Figure 3.2.1-2 Delivery Site To

Note

Click on the button to close the screen

INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM
Change Password Logout

MENU

- Home
- eP Enquiry
- Notification
- Frequently Asked Questions
- Drug Information
- PKD Authorization
- Contract
- Special Approval Medicine
- Budget
- Penalty
- Maintenance
 - Pharmacy
 - Inventory
 - Brand
 - Delivery Site To
 - Item Master
 - Manufacturer
 - Penalty Master Section
 - Penalty Master Incident
 - Prepacking Item
 - Supplier
 - Vote Activity
 - Vote Object
 - Vote Code
 - Year End Process

Home Delivery Site To ✕

ASSIGNMENT OF DST

↺
+
4

State: PTJ Code:

Delivery Site Code: Delivery Site Name:

🔍 Search

[1 - 10 / 13311]

Supplying Facility PTJ CODE	Delivery ID	Delivery Site Name	Address 1	State	Created Date	Updated Date	Status
140301	19477	(DAERAH SEMPORNA)	DAERAH SEMPORNA	Sabah	09/01/2018 11:49:23 AM	12/02/2018 04:52:06 PM	Active
140301	14572	(DAERAH TUARAN)	DAERAH TUARAN	Sabah	09/01/2018 11:49:23 AM	12/02/2018 04:52:06 PM	Active
141801	137165	-	-	Sabah	26/01/2018 09:50:01 AM	16/07/2019 06:46:54 PM	Inactive
062801	462453	ARAS 1	UNIT FARMASI LOGISTIK	Selangor	09/02/2018 04:30:05 AM	12/02/2018 04:52:06 PM	Active
062801	12912219	ARAS 1	UNIT FARMASI LOGISTIK	Selangor	30/01/2018 05:35:02 PM	16/07/2019 06:46:54 PM	Inactive
070601	5762	HOSPITAL PORT DICKSON	UNIT STOR INTEGRASI	Negeri Sembilan	09/01/2018 11:49:23 AM	13/02/2018 10:53:42 AM	Active
062401	584626_	JABATAN KECEMASAN & TRAUMA, HOSPITAL SUNGAI BULOH, ARAS 2, RAJAH MANDALING	JABATAN KECEMASAN & TRAUMA, HOSPITAL SUNGAI BULOH, ARAS 2, RAJAH MANDALING	Selangor	07/04/2016 08:45:32 AM	08/01/2018 04:31:23 PM	Inactive

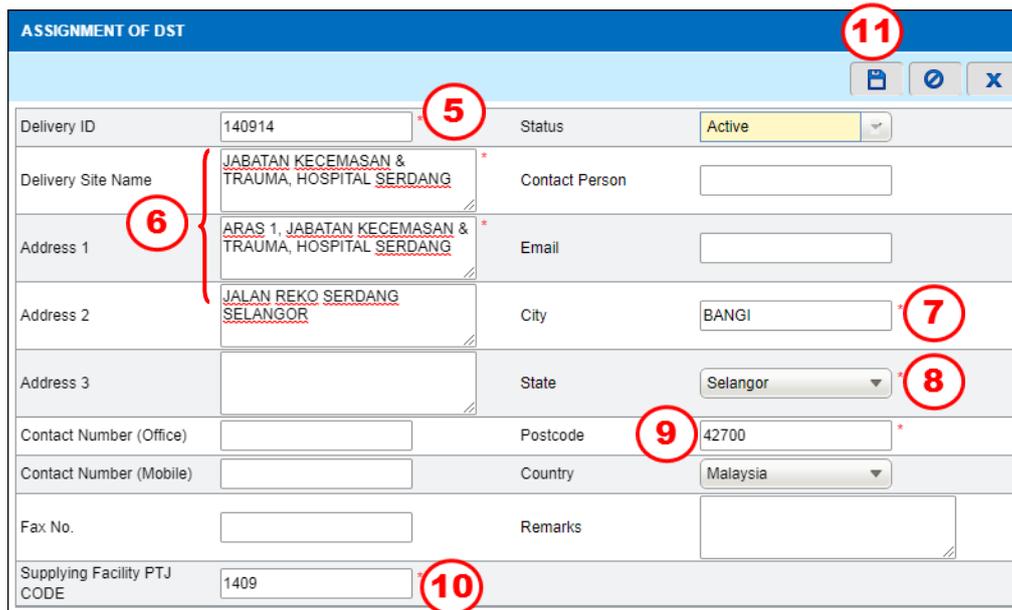
Figure 3.2.1-3 Delivery Site To Listing Page

STEP 4

Click on the button to create a new record and Delivery Site To screen will be displayed as Figure 3.2.1-4

HQ_U.MANUAL_IWP_MAINTENANCE_INVENTORY-13th E

Page 12



ASSIGNMENT OF DST			
Delivery ID	140914	Status	Active
Delivery Site Name	JABATAN KECEMASAN & TRAUMA, HOSPITAL SERDANG	Contact Person	
Address 1	ARAS 1, JABATAN KECEMASAN & TRAUMA, HOSPITAL SERDANG	Email	
Address 2	JALAN REKO SERDANG SELANGOR	City	BANGI
Address 3		State	Selangor
Contact Number (Office)		Postcode	42700
Contact Number (Mobile)		Country	Malaysia
Fax No.		Remarks	
Supplying Facility PTJ CODE	1409		

Figure 3.2.1-4 Delivery Site To

STEP 5

Enter **Delivery Site Code**

STEP 6

Enter **Delivery Site Name** and **Address 1**

STEP 7

Enter **City**

STEP 8

Select **State** from drop down box

STEP 9

Enter **Postcode**

STEP 10

Enter **PTJ Code**

Note

Enter information into below field (optional):

- **Contact Person**
- **Email**
- **Address 2**
- **Address 3**
- **Contact Number (Office)**
- **Contact Number (Mobile)**
- **Fax No**
- **Country**
- **Remarks**

STEP 11

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.2.1-5

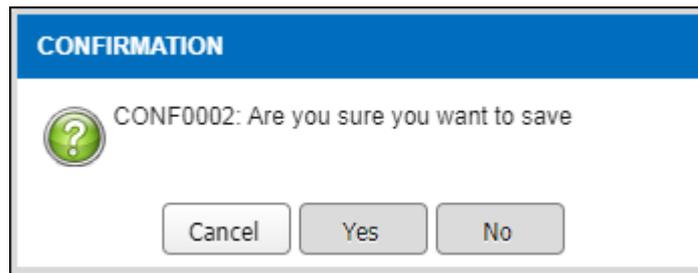
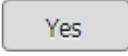
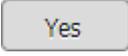


Figure 3.2.1-5 Confirmation Message

- Click on the  button to save the record
- Information Message will display after click on the  button as Figure 3.2.1-6

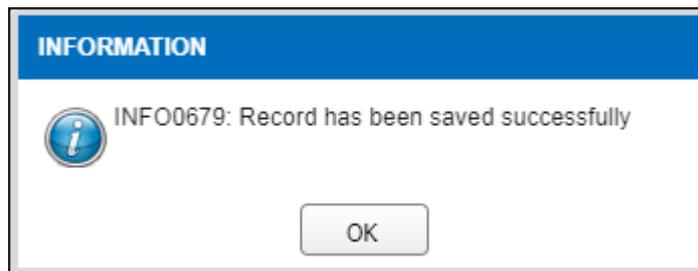
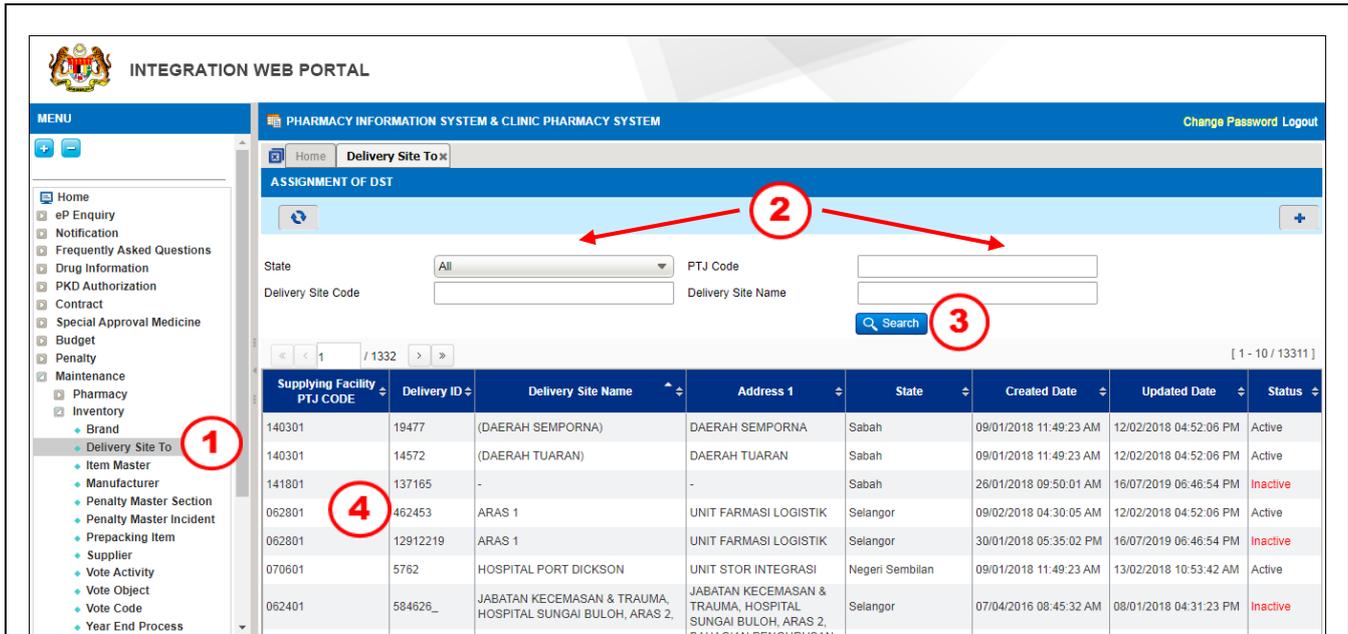


Figure 3.2.1-6 Information Message

- Click on the  button to confirmed the record

3.2.2. Modify Delivery Site To

To Modify Delivery Site To records, perform the steps below:



INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home Delivery Site To x

ASSIGNMENT OF DST

State: All PTJ Code:

Delivery Site Code: Delivery Site Name:

[1 - 10 / 13311]

Supplying Facility PTJ CODE	Delivery ID	Delivery Site Name	Address 1	State	Created Date	Updated Date	Status
140301	19477	(DAERAH SEMPORNA)	DAERAH SEMPORNA	Sabah	09/01/2018 11:49:23 AM	12/02/2018 04:52:06 PM	Active
140301	14572	(DAERAH TUARAN)	DAERAH TUARAN	Sabah	09/01/2018 11:49:23 AM	12/02/2018 04:52:06 PM	Active
141801	137165	-	-	Sabah	26/01/2018 09:50:01 AM	16/07/2019 06:46:54 PM	Inactive
062801	462453	ARAS 1	UNIT FARMASI LOGISTIK	Selangor	09/02/2018 04:30:05 AM	12/02/2018 04:52:06 PM	Active
062801	12912219	ARAS 1	UNIT FARMASI LOGISTIK	Selangor	30/01/2018 05:35:02 PM	16/07/2019 06:46:54 PM	Inactive
070601	5762	HOSPITAL PORT DICKSON	UNIT STOR INTEGRASI	Negeri Sembilan	09/01/2018 11:49:23 AM	13/02/2018 10:53:42 AM	Active
062401	584626_	JABATAN KECEMASAN & TRAUMA, HOSPITAL SUNGAI BULOH, ARAS 2, DAERAH SEMPORNA	JABATAN KECEMASAN & TRAUMA, HOSPITAL SUNGAI BULOH, ARAS 2, DAERAH SEMPORNA	Selangor	07/04/2016 08:45:32 AM	08/01/2018 04:31:23 PM	Inactive

Figure 3.2.2-1 Delivery Site To Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Delivery Site To'

STEP 2

Search existing record by entering:

- **State**
- **PTJ Code**
- **Delivery Site Code**
- **Delivery Site Name**

STEP 3

Click on the button and system will display the related record

STEP 4

Click on the selected record

ASSIGNMENT OF DST			
Delivery ID	140914 *	Status	Active
Delivery Site Name	JABATAN KECEMASAN & TRAUMA, HOSPITAL SERDANG *	Contact Person	
Address 1	ARAS 1, JABATAN KECEMASAN & TRAUMA, HOSPITAL SERDANG *	Email	
Address 2	JALAN REKO SERDANG SELANGOR	City	BANGI *
Address 3		State	Selangor *
Contact Number (Office)		Postcode	42700 *
Contact Number (Mobile)		Country	Malaysia
Fax No.		Remarks	
Supplying Facility PTJ CODE	1409 *		

Figure 3.2.2-2 Delivery Site To

STEP 5

Click on the  button to edit the record

ASSIGNMENT OF DST			
Delivery ID	140914 *	Status	Active
Delivery Site Name	JABATAN KECEMASAN & TRAUMA, HOSPITAL SERDANG *	Contact Person	
Address 1	ARAS 1, JABATAN KECEMASAN & TRAUMA, HOSPITAL SERDANG *	Email	
Address 2	JALAN REKO SERDANG SELANGOR	City	BANGI *
Address 3		State	Selangor *
Contact Number (Office)		Postcode	42700 *
Contact Number (Mobile)		Country	Malaysia
Fax No.		Remarks	
Supplying Facility PTJ CODE	1409 *		

Figure 3.2.2-3 Delivery Site To

Note

User is allow to edit:

- **Delivery Site Name**
- **Status**
- **Contact Person**
- **Email**
- **Address 1**
- **Address 2**
- **Address 3**
- **City**
- **State**

- **Postcode**
- **Contact Number (Office)**
- **Contact Number (Mobile)**
- **Fax No**
- **Country**
- **PTJ Code**
- **Remarks**

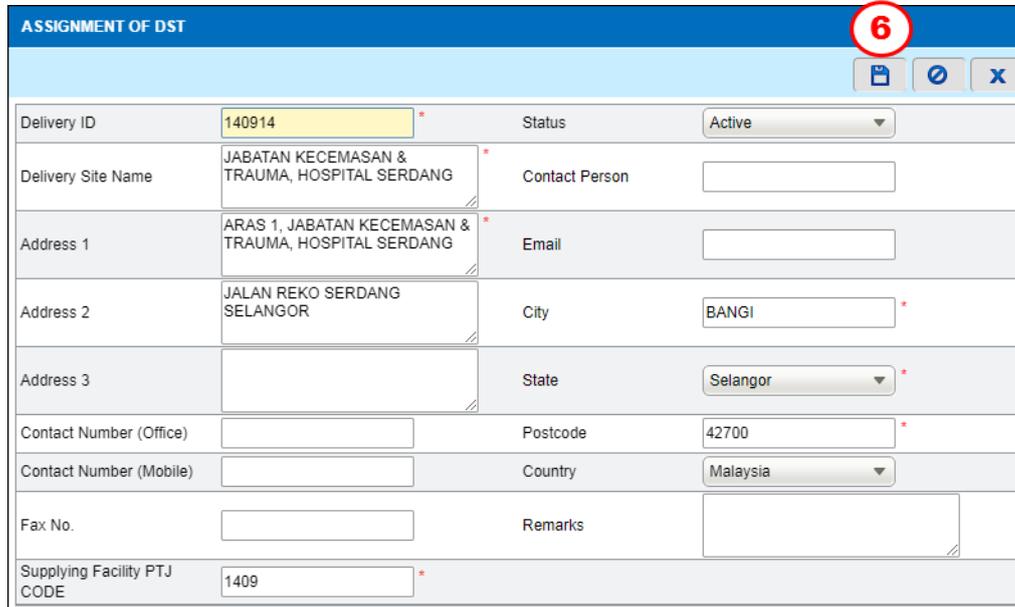


Figure 3.2.2-4 Delivery Site To

STEP 6

Click on the  button to save the edited record

Note

- System will display a Confirmation Message as Figure 3.2.2-5

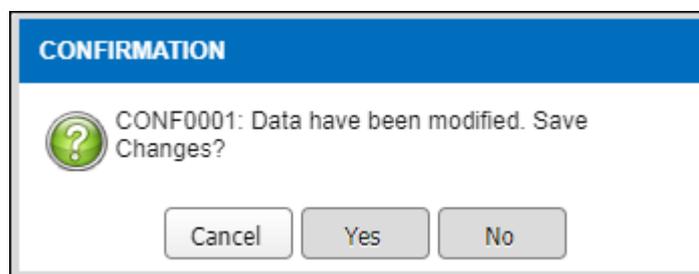
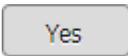
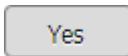


Figure 3.2.2-5 Confirmation Message

- Click on the  button to save the edited record
- Information Message will display after click on the  button as Figure 3.2.2-6

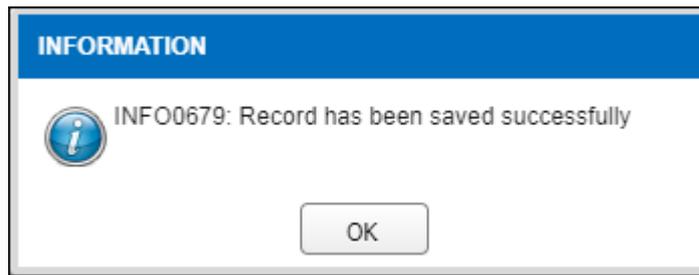
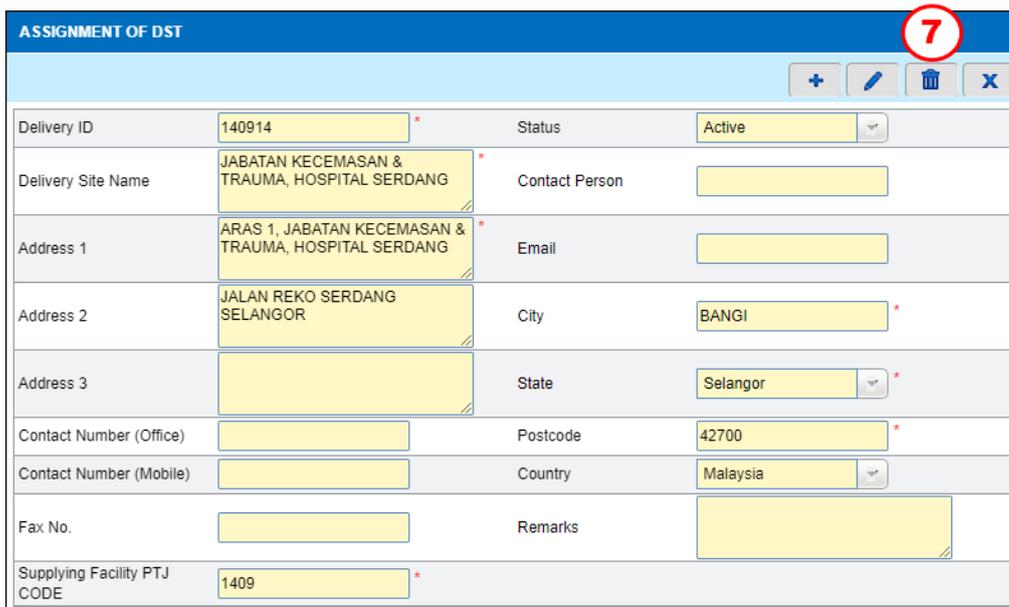


Figure 3.2.2-6 Information Message

- Click on the  button to confirmed the edited record



ASSIGNMENT OF DST			
Delivery ID	140914 *	Status	Active
Delivery Site Name	JABATAN KECEMASAN & TRAUMA, HOSPITAL SERDANG *	Contact Person	
Address 1	ARAS 1, JABATAN KECEMASAN & TRAUMA, HOSPITAL SERDANG *	Email	
Address 2	JALAN REKO SERDANG SELANGOR	City	BANGI *
Address 3		State	Selangor *
Contact Number (Office)		Postcode	42700 *
Contact Number (Mobile)		Country	Malaysia
Fax No.		Remarks	
Supplying Facility PTJ CODE	1409 *		

Figure 3.2.2-7 Delivery Site To

STEP 7

Click on the  button to delete the record

Note

- System will display a Confirmation Message as Figure 3.2.2-8

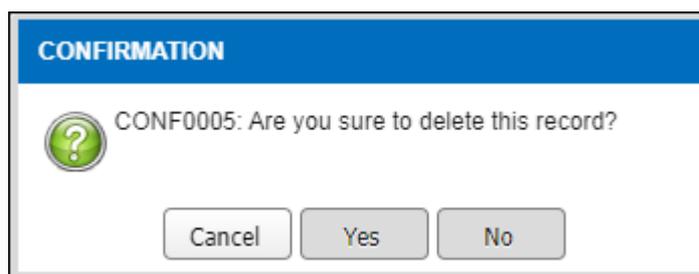
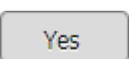


Figure 3.2.2-8 Confirmation Message

- Click on the  button to delete the record
- The status of the record will be **Inactive**

3.3. Item Master

3.3.1. Create New Item Master

To Create New Item Master records, perform the steps below:

Figure 3.3.1-1 Item Master listing Page

STEP 1

Click on 'Maintenance' menu followed by 'Inventory' and then click 'Item Master'

STEP 2

To search for existing Item Master record(s), user may search by criteria as follows:

No	Field	Description	Remarks
a	Item Code	Enter Item Code	Free text field
b	Item Description	Enter Item Description	Free text field
c	Item Purchase Type	Search by: - All - APPL - LP - Contract	Able to filter and search record(s)
d	Item Group	Search by: - All - DRUG - NON-DRUG	Able to filter and search record(s)
e	Drug/Non-Drug Code	Enter Drug/Non-Drug Code	Free text field
f	Drug/Non-Drug Name	Enter Drug/Non-Drug Description	Free text field
g	Item Sub Class	Search Item Sub Class based on selected Item Group	Able to filter and search record(s)

Table 3.3.1-1

STEP 3

Click on the button after key in the criteria

STEP 4

Double click on the selected record and the details will be displayed as Figure 3.3.1-2

ITEM MASTER

+
✎
🗑
📄
✕

DRUG/NON-DRUG INFORMATION

Item Group	NON-DRUG	List Type	-
Drug/Non-Drug Code	P1660100001	Drug/Non-Drug Name	Disposable Surgical Mask N95
Item Sub Class	Mask		

ITEM INFORMATION

Item Purchase Type	APPL	Item Status	Active
Item Code	10.0602.01	Item Description	Disposable Surgical Mask N95
SKU	EA	SKU Description	each
PKU	pck	PKU Description	pack
Conversion Factor	20	Min Order Qty	1
Packaging Description	pack of 20 each	Remarks	
Essential Approved Product	<input type="checkbox"/>	Prepacking Item	No
Vaccine Item	<input type="checkbox"/>	UNSPSC Item Code	421316060060000000
Emergency Item	<input type="checkbox"/>	Alternate UOM	Pack
		Without eP Integration	Yes

AP ITEM PRICE

Price Code	Price(RM)	Effective Date From	Effective Date To
	0	20/09/2022	20/09/2022
Remarks	Status	+ Add	
	Active		

[1 - 6 / 6]

Price Code	Price(RM)	Effective Date From	Effective Date To	Status
05	47.09	01/12/2019	31/12/2021	Active
05	47.09	01/04/2018	30/11/2019	Active
03	46.69	01/04/2018	30/11/2019	Active
05	47.09	01/01/2022	31/12/2022	Active
03	46.69	01/01/2022	31/12/2022	Active
03	46.69	01/12/2019	31/12/2021	Active

ITEM BRAND

[1 - 3 / 3]

Brand Code	Brand Name	Manufacturer Name	Default	Status
BRD1801984	PASTURE	Champak Enterprise Co. Limited	No	Active
0006	(GENERIC NAME)	Manufacturer-Taiwan	Yes	Active
0007	3M	3M Malaysia Sdn. Bhd.	No	Active

Figure 3.3.1-2 Item Master

Note

Click on the  to close the Transaction Detail screen

Integration Web Portal

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Home | Item Master

ITEM MASTER

Item Code: Item Description:

Item Purchase Type: Item Group:

Drug/Non-Drug Code: Drug/Non-Drug Name:

Item Sub Class:

[1 - 10 / 27725]

Drug/Non-Drug Code	Drug/Non-Drug Name	Item Purchase Type	Item Code	Item Description	Packaging Description	Created Date	Updated Date	Status
D10AE01241G3001XX	Benzoyl Peroxide 5% Gel	LP	D10AE01241G3001XX.03	Benzoyl Peroxide 5% Gel	tube of 15 gram dsds	08/11/2013 06:44 PM	08/09/2022 11:19 AM	Active
P1660100001	Disposable Surgical Mask N95	APPL	10.0602.01	Disposable Surgical Mask N95	pack of 20 each	03/05/2018 09:38 AM	06/09/2022 11:03 AM	Active
I1320010001	Capsulated Dental Amalgam 1spill	APPL	20.0004.01	Capsulated Dental Amalgam 1spill	Pack of 50 Capsules	12/11/2013 07:35 PM	06/09/2022 11:03 AM	Active
P1660550001	Mask Surgical Disposable, 3ply, tie-on	APPL	10.2401.01	Mask Surgical Disposable, 3ply, tie-on	pack of 50 pieces	12/11/2013 07:35 PM	06/09/2022 10:41 AM	Active
KPK00038	Abacavir 300mg Tab	Contract	KPK00038.AAAA	Abacavir 300mg Tab	each of 10 tablet	01/09/2022 06:06 PM	01/09/2022 06:07 PM	Active
KPK00285	5-Hydroxytryptophan (5-HTP) 50mg Capsule/tablet	Contract	KPK00285.TEST1111	5-Hydroxytryptophan (5-HTP) 50mg Capsule/tablet	each of 1 each	01/09/2022 06:03 PM	01/09/2022 06:04 PM	Active

Figure 3.3.1-3 Item Master listing Page

STEP 5

Click on 'Maintenance' menu followed by 'Inventory' and then click 'Item Master'

STEP 6

Click on the button to create a new record and Item Master screen will be displayed as Figure 3.3.1-4

ITEM MASTER

DRUG/NON-DRUG INFORMATION

ITEM INFORMATION

ITEM BRAND

Figure 3.3.1-4 Item Master

Note

There are 4 sections in a new Item Master screen:

- i. Drug/Non-Drug Description
- ii. Item Information
- iii. AP Item Price : this section for item under APPL only
- iv. Item Brand

Drug/Non Drug Information Section

DRUG/NON-DRUG INFORMATION

Item Group: List Type:

Drug/Non-Drug Code: Drug/Non-Drug Name:

Item Sub Class:

Figure 3.3.1-5 Drug/Non-Drug Information

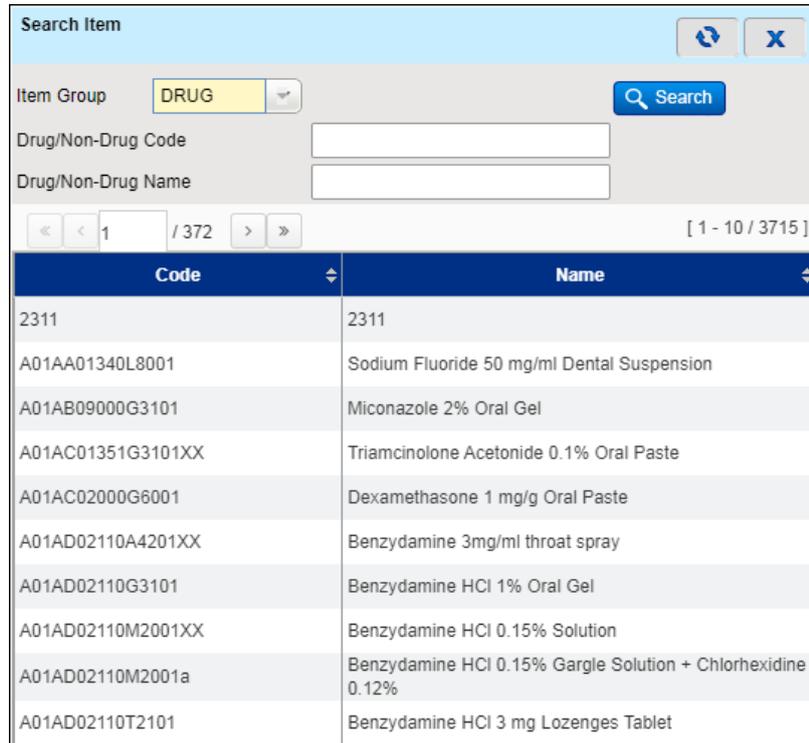
STEP 7

Select **Item Group** from drop down box:

- Drug
- Non-Drug

STEP 8

Click on the **Drug/Non-Drug Code**  button and Search Item window will be displayed as shown in Figure 3.3.1-6



Code	Name
2311	2311
A01AA01340L8001	Sodium Fluoride 50 mg/ml Dental Suspension
A01AB09000G3101	Miconazole 2% Oral Gel
A01AC01351G3101XX	Triamcinolone Acetonide 0.1% Oral Paste
A01AC02000G6001	Dexamethasone 1 mg/g Oral Paste
A01AD02110A4201XX	Benzydamine 3mg/ml throat spray
A01AD02110G3101	Benzydamine HCl 1% Oral Gel
A01AD02110M2001XX	Benzydamine HCl 0.15% Solution
A01AD02110M2001a	Benzydamine HCl 0.15% Gargle Solution + Chlorhexidine 0.12%
A01AD02110T2101	Benzydamine HCl 3 mg Lozenges Tablet

Figure 3.3.1-6 Search Item

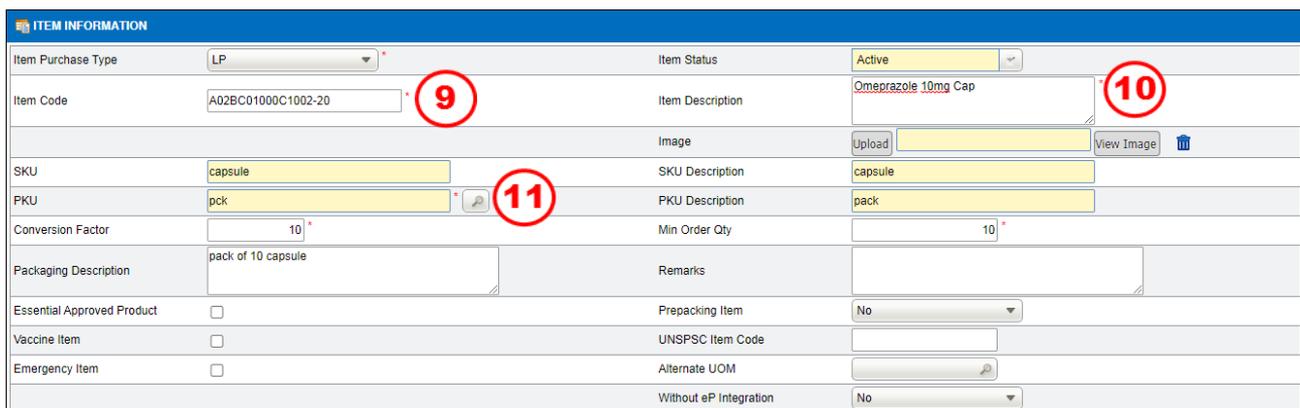
Note

- User is allowed to enter partially or fully criteria for **Drug/Non-Drug Code** and **Drug/Non-Drug Name**. Then click on the  button
- Double click on the selected **Code/Name**

Note

- **Item Sub Class, List Type and Drug/Non-Drug Name** will automatically displayed after selecting **Drug/Non-Drug Code**

Item Information Section



Item Purchase Type	LP	Item Status	Active
Item Code	A02BC01000C1002-20 9	Item Description	Omeprazole 10mg Cap 10
SKU	capsule	SKU Description	capsule
PKU	pck 11	PKU Description	pack
Conversion Factor	10	Min Order Qty	10
Packaging Description	pack of 10 capsule	Remarks	
Essential Approved Product	<input type="checkbox"/>	Prepacking Item	No
Vaccine Item	<input type="checkbox"/>	UNSPSC Item Code	
Emergency Item	<input type="checkbox"/>	Alternate UOM	
		Without eP Integration	No

Figure 3.3.1-7 Item Information

Note

- **Item Purchase Type** is automatically display based on the selected **Drug/Non-Drug Name**
- **SKU** and **SKU Description** will be based on the selected **Drug/Non-Drug Name**

STEP 9

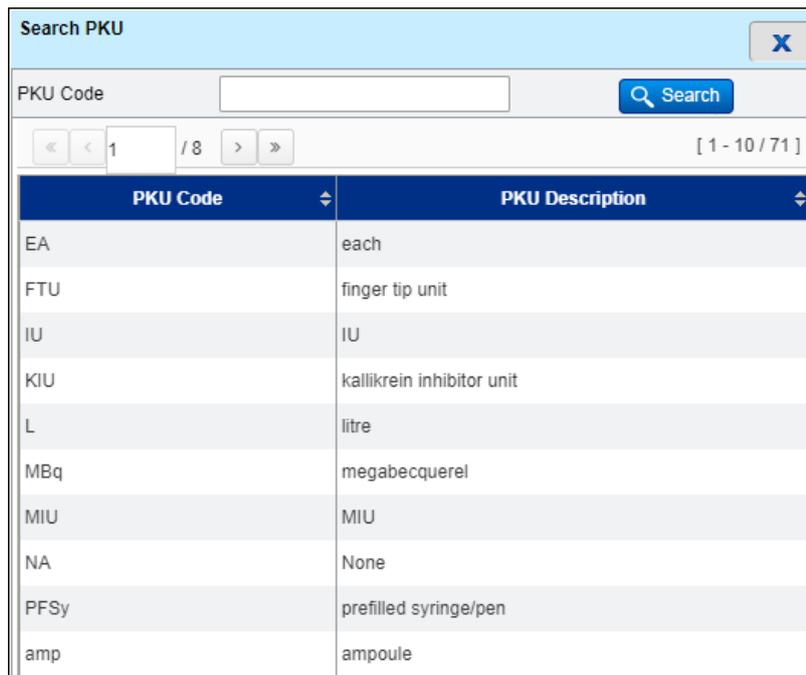
Enter **Item Code**

STEP 10

Enter **Item Description**

STEP 11

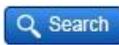
Click on the **PKU**  button and Search PKU window will be displayed as shown in Figure 3.3.1-8

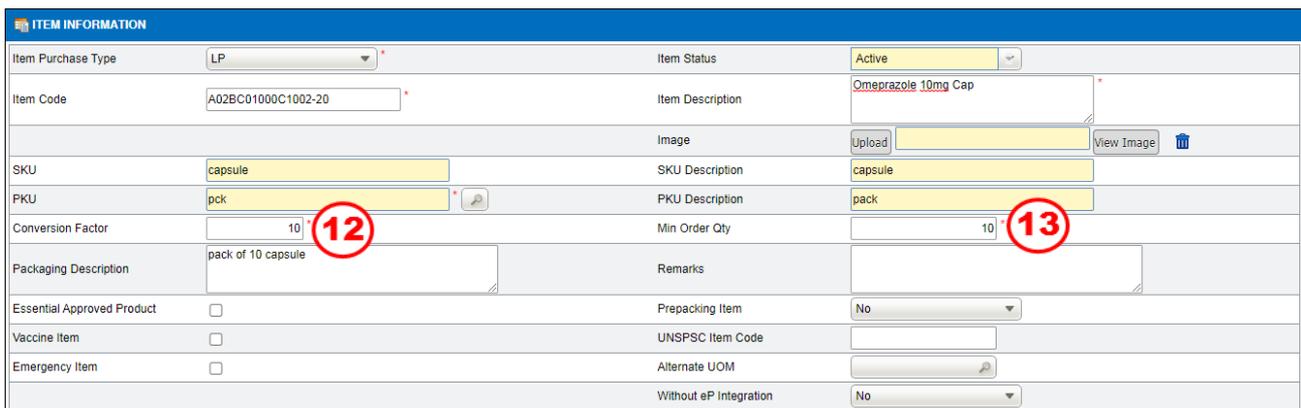


PKU Code	PKU Description
EA	each
FTU	finger tip unit
IU	IU
KIU	kallikrein inhibitor unit
L	litre
MBq	megabecquerel
MIU	MIU
NA	None
PFSy	prefilled syringe/pen
amp	ampoule

Figure 3.3.1-8 Search PKU

Note

- User is allowed to enter partially or fully criteria for **PKU Code**. Then click on the  button
- Double click on the selected **PKU Code**



ITEM INFORMATION			
Item Purchase Type	LP	Item Status	Active
Item Code	A02BC01000C1002-20	Item Description	Omeprazole 10mg Cap
SKU	capsule	SKU Description	capsule
PKU	pck	PKU Description	pack
Conversion Factor	10 12	Min Order Qty	10 13
Packaging Description	pack of 10 capsule	Remarks	
Essential Approved Product	<input type="checkbox"/>	Prepacking Item	No
Vaccine Item	<input type="checkbox"/>	UNSPSC Item Code	
Emergency Item	<input type="checkbox"/>	Alternate UOM	
		Without eP Integration	No

Figure 3.3.1-9 Item Information

STEP 12

Enter **Conversion Factor**

Note

Packaging Description will be filled based on entered **Conversion Factor**

STEP 13

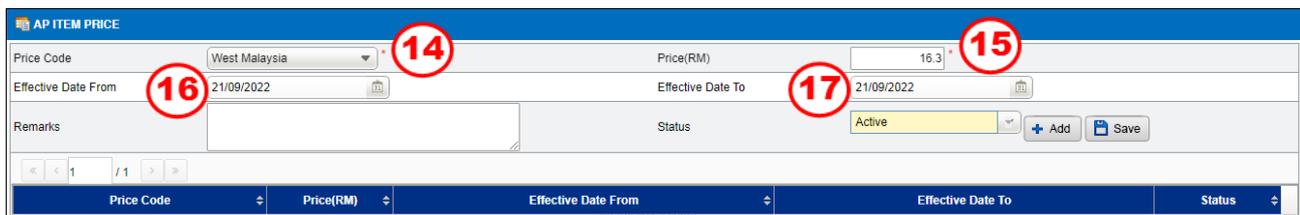
Enter **Min Order Qty**

Note

Enter information into below field (optional):

- **Remarks**
- **Packaging Item**
- **UNSPSC Item Code**
- **Alternate UOM**
- **Without eP Integration**

AP Item Price Section



The screenshot shows the 'AP ITEM PRICE' form. The 'Price Code' dropdown is set to 'West Malaysia' (annotated with 14). The 'Price(RM)' field contains '16.3' (annotated with 15). The 'Effective Date From' field contains '21/09/2022' (annotated with 16). The 'Effective Date To' field contains '21/09/2022' (annotated with 17). The 'Status' dropdown is set to 'Active'. There are 'Add' and 'Save' buttons. A navigation bar at the bottom shows the current field being edited.

Figure 3.3.1-10 AP Item Price

Note

AP Item Price section only will appears if the item selected is under APPL item

STEP 14

Select **Price Code** from drop down box:

- East Malaysia
- West Malaysia

STEP 15

Enter **Price (RM)**

STEP 16

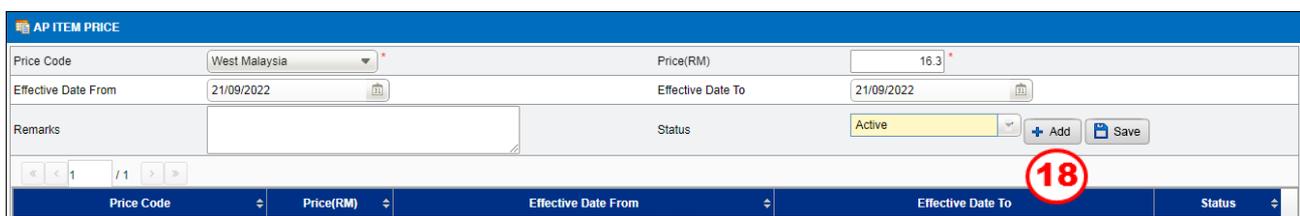
Select **Effective Date From**

Note

System allow to add price for future effective date from, as long as the date is not overlap with existing price record

STEP 17

Select **Effective Date To**



This screenshot is identical to Figure 3.3.1-10, but with annotation 18 pointing to the 'Status' dropdown menu, which is currently set to 'Active'.

Figure 3.3.1-11 AP Item Price

Note

Enter **Remarks** (optional)

STEP 18

Click on the  button to add the AP Item Price into the Price List

Note

User can add more than 1 AP Item Price by repeating **STEP 14** to **STEP 18**

Item Brand Section



Figure 3.3.1-12 Item Brand

STEP 19

Click on the  button and Item Brand screen will be displayed as Figure 3.1.1-13

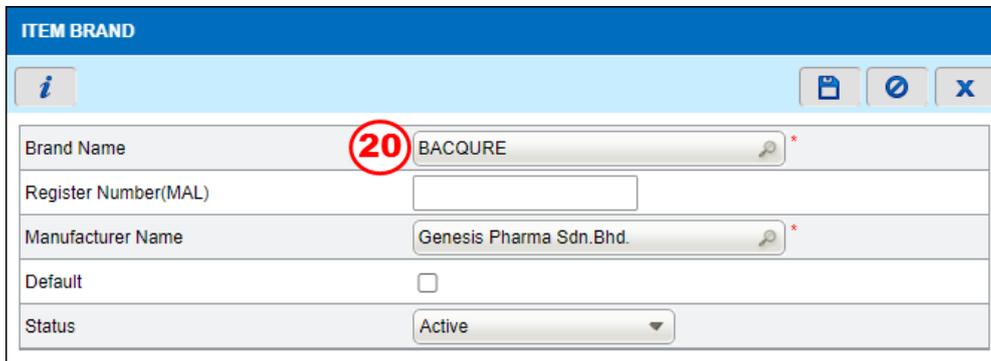
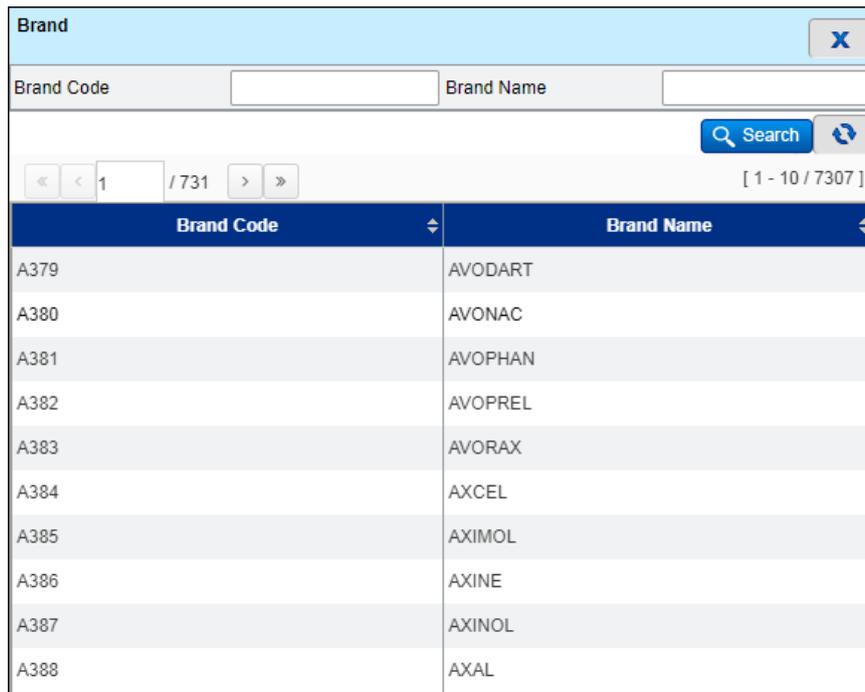


Figure 3.3.1-13 Item Brand

STEP 20

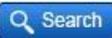
Click on the **Brand Name**  button and Brand window will be displayed as Figure 3.3.1-14

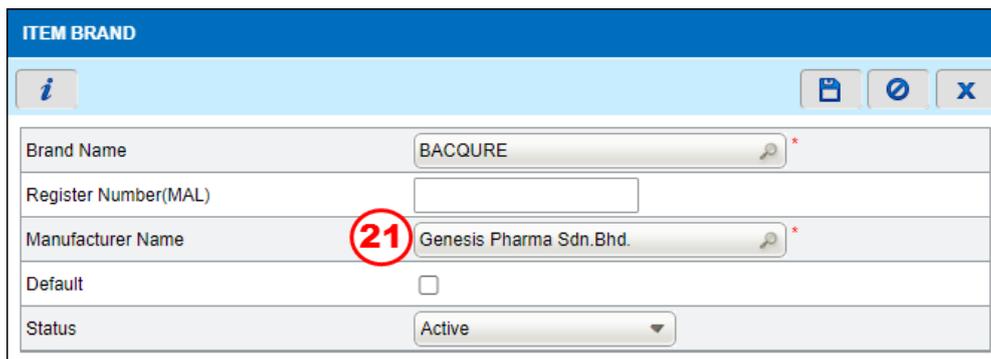


Brand Code	Brand Name
A379	AVODART
A380	AVONAC
A381	AVOPHAN
A382	AVOPREL
A383	AVORAX
A384	AXCEL
A385	AXIMOL
A386	AXINE
A387	AXINOL
A388	AXAL

Figure 3.3.1-14 Brand

Note

- User is allowed to enter partially or fully criteria for **Brand Code** and/or **Brand Name**. Then click on the  button
- Double click on the selected **Brand Code**



Brand Name	BACQUIRE
Register Number(MAL)	
Manufacturer Name	Genesis Pharma Sdn.Bhd.
Default	<input type="checkbox"/>
Status	Active

Figure 3.3.1-15 Item Brand

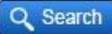
STEP 21

Click on the **Manufacturer Name**  button and Manufacturer window will be displayed as Figure 3.3.1-16

Manufacturer	
Code	Manufacturer Name
<input type="button" value="Search"/> <input type="button" value="Refresh"/>	
<input type="button" value="<"/> <input type="button" value="1"/> / 206 <input type="button" value=">"/> [1 - 10 / 2051]	
Code	Manufacturer Name
M0204	Ep Plus Group Sdn. Bhd.
M0219	First Pharmaceutical Sdn. Bhd.
M0220	Firstline Pharmaceuticals Sdn Bhd
M0234	Genesis Pharma Sdn.Bhd.
M0236	Genzyme Corporation
M0237	Germax Sdn. Bhd.
M0241	GlaxoSmithKline (GSK)
M0243	Glenmark Pharmaceuticals
M0244	Global Pharma
M0246	Golden Hope

Figure 3.3.1-16 Manufacturer

Note

- User is allowed to enter partially or fully criteria for **Code** and/or **Manufacturer Name**. Then click on the  button
- Double click on the selected **Manufacturer**

ITEM BRAND	
22 <input type="button" value="Save"/> <input type="button" value="Refresh"/> <input type="button" value="Close"/>	
Brand Name	BACQUIRE *
Register Number(MAL)	<input type="text"/>
Manufacturer Name	Genesis Pharma Sdn.Bhd. *
Default	<input type="checkbox"/>
Status	Active

Figure 3.3.1-17 Item Brand

Note

- **Register Number(MAL)** is an optional field
- User can click on the **Default** checked box to make the Brand as a default Brand

STEP 22

Click on the  button to save the record

Note

Once save, the record will be updated on the **Brand Section** as Figure 3.3.1-18

ITEM BRAND				
Brand Code	Brand Name	Manufacturer Name	Default	Status
B007	BACQUIRE	Genesis Pharma Sdn.Bhd.	No	Active

Figure 3.3.1-18 Item Brand

Note

User is allow to add more than 1 Brand by repeating **STEP 19** to **STEP 22**

ITEM MASTER 23

DRUG/NON-DRUG INFORMATION

Item Group	DRUG	List Type	A/KK
Drug/Non-Drug Code	A02BC01000C1001XX	Drug/Non-Drug Name	Omeprazole 10 mg Capsule
Item Sub Class	Tablet/Capsule		

ITEM INFORMATION

Item Purchase Type	APPL	Item Status	Active
Item Code	A02BC01000C1002-15	Item Description	Omeprazole 10 mg Cap
SKU	capsule	SKU Description	capsule
PKU	capsule	PKU Description	capsule
Conversion Factor	10	Min Order Qty	10
Packaging Description	capsule of 10 capsule	Remarks	
Essential Approved Product	<input type="checkbox"/>	Prepacking Item	No
Vaccine Item	<input type="checkbox"/>	UNSPSC Item Code	
Emergency Item	<input type="checkbox"/>	Alternate UOM	
		Without eP Integration	No

AP ITEM PRICE

ITEM BRAND

Figure 3.3.1-19 Item Master

STEP 23

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.3.1-20

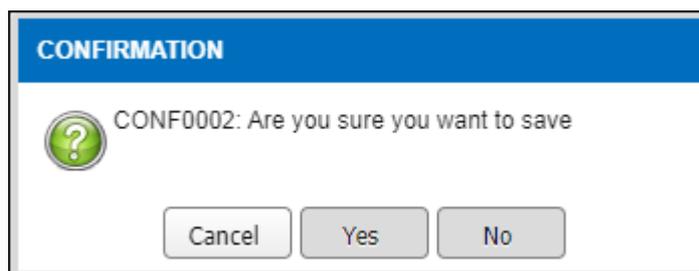
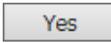
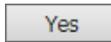


Figure 3.3.1-20 Confirmation Message

- Click on the  button to save the record
- Information Message will display after click on the  button as Figure 3.3.1-21

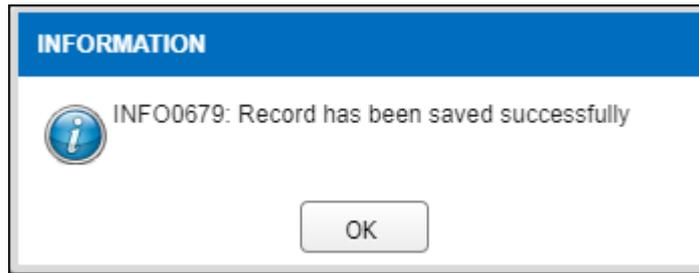
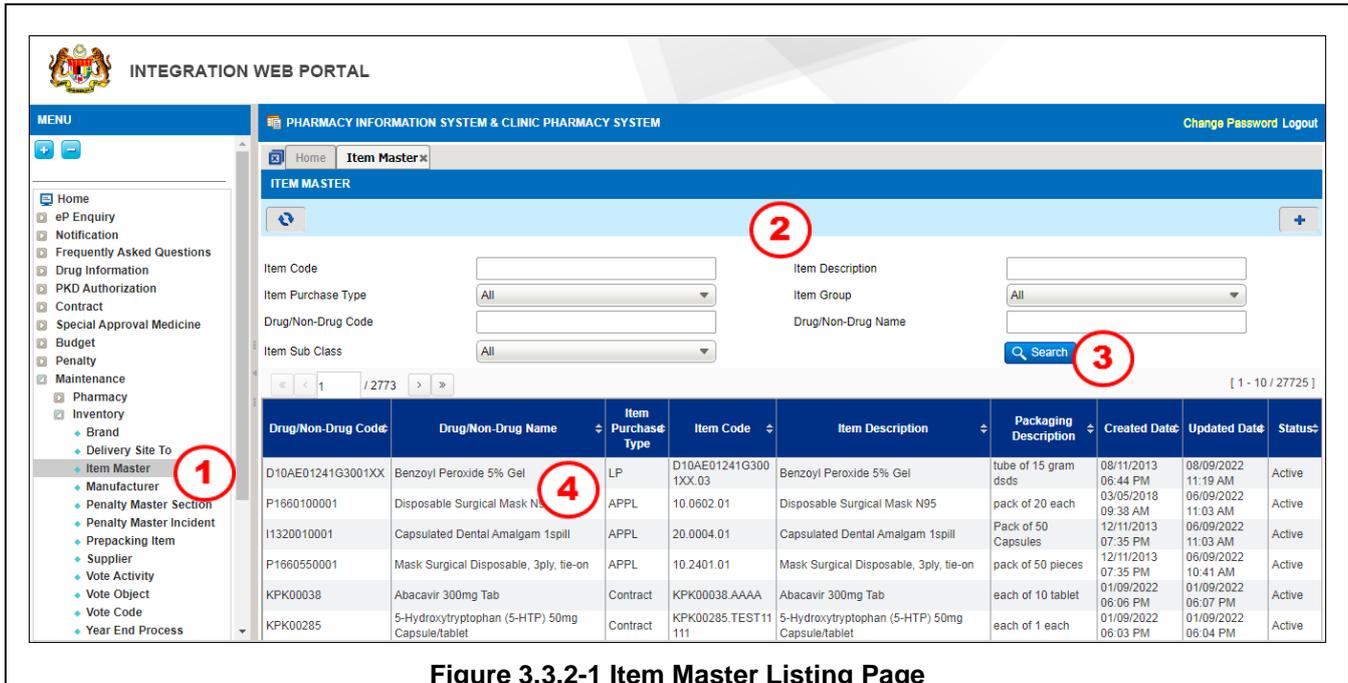


Figure 3.3.1-21 Information Message

- Click on the  button to confirmed the record

3.3.2. Modify Item Master

To Modify Item Master records, perform the steps below:



Integration Web Portal

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home Item Master

ITEM MASTER

Item Code: Item Description:

Item Purchase Type: All Item Group: All

Drug/Non-Drug Code: Drug/Non-Drug Name:

Item Sub Class: All

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Drug/Non-Drug Code	Drug/Non-Drug Name	Item Purchase Type	Item Code	Item Description	Packaging Description	Created Date	Updated Date	Status
D10AE01241G3001XX	Benzoyl Peroxide 5% Gel	LP	D10AE01241G3001XX.03	Benzoyl Peroxide 5% Gel	tube of 15 gram dsds	08/11/2013 06:44 PM	08/09/2022 11:19 AM	Active
P1660100001	Disposable Surgical Mask N95	APPL	10.0602.01	Disposable Surgical Mask N95	pack of 20 each	03/05/2018 09:38 AM	06/09/2022 11:03 AM	Active
I1320010001	Capsulated Dental Amalgam 1spill	APPL	20.0004.01	Capsulated Dental Amalgam 1spill	Pack of 50 Capsules	12/11/2013 07:35 PM	06/09/2022 11:03 AM	Active
P1660550001	Mask Surgical Disposable, 3ply, tie-on	APPL	10.2401.01	Mask Surgical Disposable, 3ply, tie-on	pack of 50 pieces	12/11/2013 07:35 PM	06/09/2022 10:41 AM	Active
KPK00038	Abacavir 300mg Tab	Contract	KPK00038.AAAA	Abacavir 300mg Tab	each of 10 tablet	01/09/2022 06:06 PM	01/09/2022 06:07 PM	Active
KPK00285	5-Hydroxytryptophan (5-HTP) 50mg Capsule/tablet	Contract	KPK00285.TEST1111	5-Hydroxytryptophan (5-HTP) 50mg Capsule/tablet	each of 1 each	01/09/2022 06:03 PM	01/09/2022 06:04 PM	Active

Figure 3.3.2-1 Item Master Listing Page

STEP 1

Click on 'Maintenance' menu followed by 'Inventory' and then click 'Item Master'

STEP 2

Search existing record by entering the necessary searching field

STEP 3

Click on the button and system will display the related record

STEP 4

Click on the selected record

ITEM MASTER

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DRUG/NON-DRUG INFORMATION

Item Group	DRUG	List Type	A/KK
Drug/Non-Drug Code	A02BC01000C1001XX	Drug/Non-Drug Name	Omeprazole 10 mg Capsule
Item Sub Class	Tablet/Capsule		

ITEM INFORMATION

Item Purchase Type	APPL	Item Status	Active
Item Code	A06BC01100C1002-15	Item Description	Omeprazole 10 mg Cap
SKU	capsule	SKU Description	capsule
PKU	capsule	PKU Description	capsule
Conversion Factor	10	Min Order Qty	10
Packaging Description	capsule of 10 capsule	Remarks	
Essential Approved Product	<input type="checkbox"/>	Prepacking Item	No
Vaccine Item	<input type="checkbox"/>	UNSPSC Item Code	
Emergency Item	<input type="checkbox"/>	Alternate UOM	
		Without eP Integration	No

Figure 3.3.2-2 Item Master

STEP 5



Click on the button to edit the record

Note

User is allow to edit:

a) **Item Information Section**

ITEM MASTER

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DRUG/NON-DRUG INFORMATION

Item Group	DRUG	List Type	A/KK
Drug/Non-Drug Code	A02BC01000C1001XX	Drug/Non-Drug Name	Omeprazole 10 mg Capsule
Item Sub Class	Tablet/Capsule		

ITEM INFORMATION

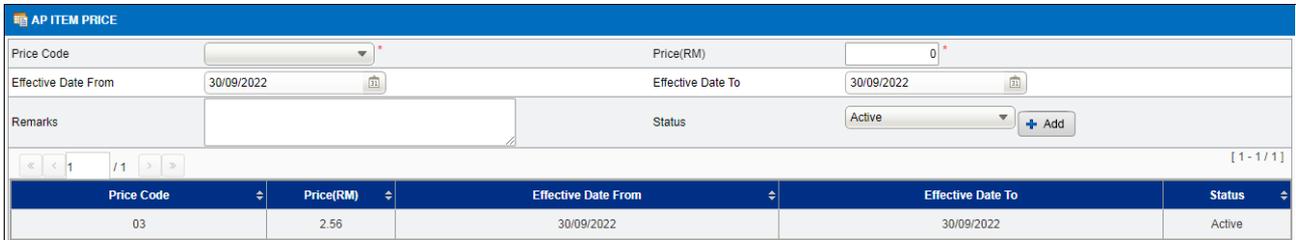
Item Purchase Type	APPL	Item Status	Active
Item Code	A06BC01100C1002-15	Item Description	Omeprazole 10 mg Cap
SKU	capsule	SKU Description	capsule
PKU	capsule	PKU Description	capsule
Conversion Factor	10	Min Order Qty	10
Packaging Description	capsule of 10 capsule	Remarks	
Essential Approved Product	<input type="checkbox"/>	Prepacking Item	No
Vaccine Item	<input type="checkbox"/>	UNSPSC Item Code	
Emergency Item	<input type="checkbox"/>	Alternate UOM	
		Without eP Integration	No

Figure 3.3.2-3 Item Information

- **Item Status**
- **Item Description**
- **Conversion Factor**
- **Min Order Qty**
- **Prepacking Item**
- **Remarks**

- **Prepacking Item**
- **UNSPSC Item Code**
- **Alternate UOM**
- **Without eP Integration**
- **Essential Approved Product, Emergency Item and Vaccine Item checkboxes**

b) **AP Item Price Section**



Price Code	Price(RM)	Effective Date From	Effective Date To	Status
03	2.56	30/09/2022	30/09/2022	Active

Figure 3.3.2-4 AP Item Price

- User is allowed to edit **Price(RM)** and **Effective Date To**

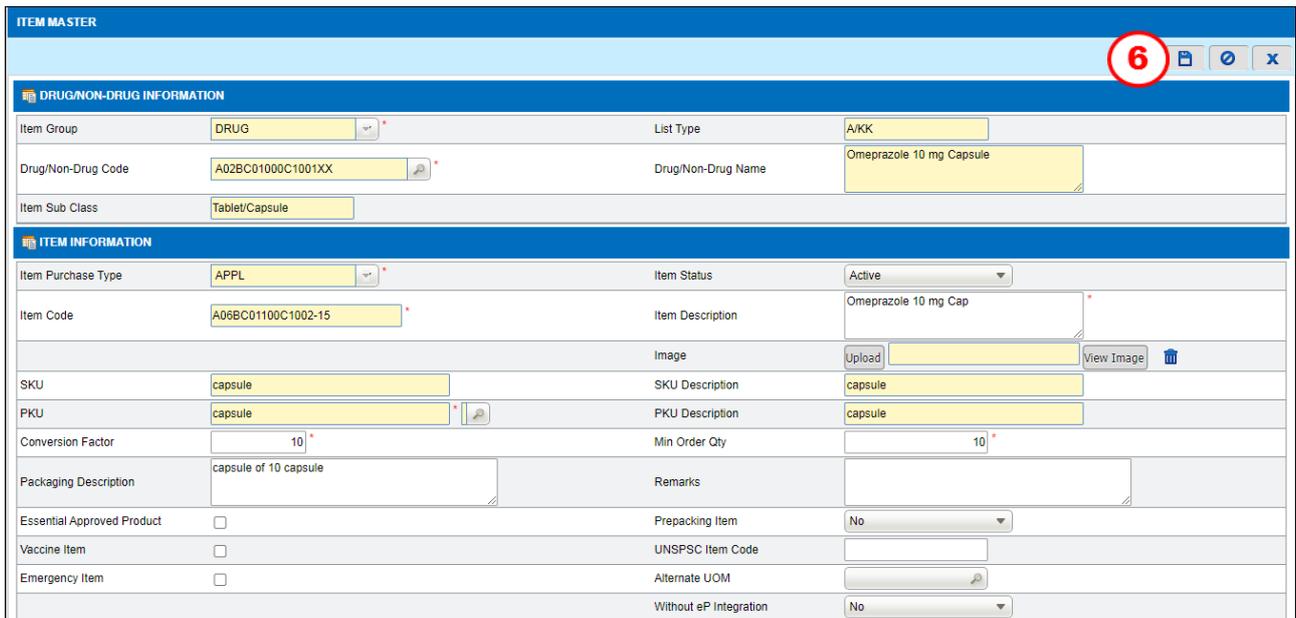
c) **Brand Section**



Brand Code	Brand Name	Manufacturer Name	Default	Status
B007	BACQUIRE	Genesis Pharma Sdn.Bhd.	No	Active

Figure 3.3.2-5 Item Brand

- User is allowed to edit and add new Brand



ITEM MASTER

DRUG/NON-DRUG INFORMATION

Item Group: DRUG, List Type: A/KK, Drug/Non-Drug Code: A02BC01000C1001XX, Drug/Non-Drug Name: Omeprazole 10 mg Capsule, Item Sub Class: Tablet/Capsule

ITEM INFORMATION

Item Purchase Type: APPL, Item Status: Active, Item Code: A06BC01100C1002-15, Item Description: Omeprazole 10 mg Cap, Image: Upload, View Image, SKU: capsule, SKU Description: capsule, PKU: capsule, PKU Description: capsule, Conversion Factor: 10, Min Order Qty: 10, Packaging Description: capsule of 10 capsule, Remarks: , Essential Approved Product: , Vaccine Item: , Emergency Item: , Prepacking Item: No, UNSPSC Item Code: , Alternate UOM: , Without eP Integration: No

Figure 3.3.2-6 Item Master

STEP 6

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.3.2-7

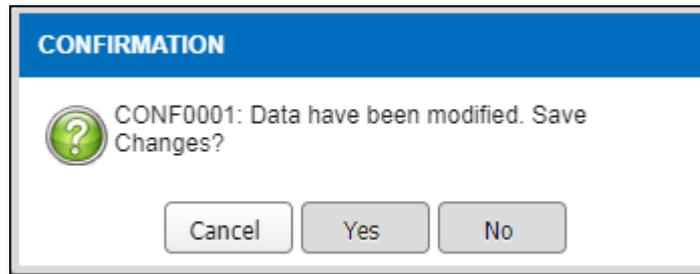
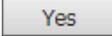
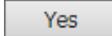


Figure 3.3.2-7 Confirmation Message

- Click on the  button to save the edited record
- Information Message will display after click on the  button as Figure 3.3.2-8

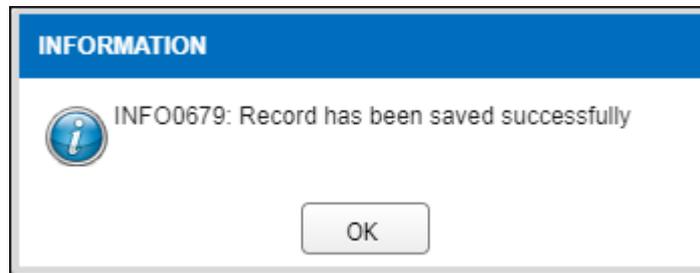
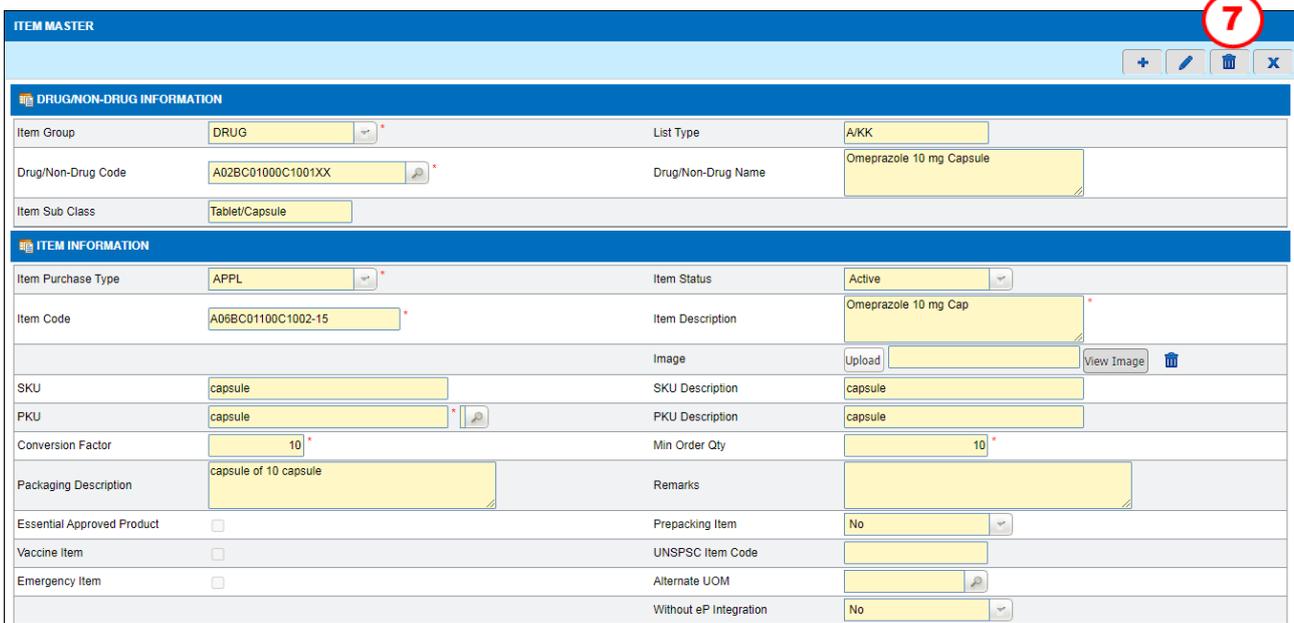


Figure 3.3.2-8 Information Message

- Click on the  button to confirmed the edited record



The "ITEM MASTER" form is divided into two main sections: "DRUG/NON-DRUG INFORMATION" and "ITEM INFORMATION".

DRUG/NON-DRUG INFORMATION:

- Item Group: DRUG
- List Type: A/KK
- Drug/Non-Drug Code: A02BC01000C1001XX
- Drug/Non-Drug Name: Omeprazole 10 mg Capsule
- Item Sub Class: Tablet/Capsule

ITEM INFORMATION:

- Item Purchase Type: APPL
- Item Status: Active
- Item Code: A06BC01100C1002-15
- Item Description: Omeprazole 10 mg Cap
- SKU: capsule
- SKU Description: capsule
- PKU: capsule
- PKU Description: capsule
- Conversion Factor: 10
- Min Order Qty: 10
- Packaging Description: capsule of 10 capsule
- Remarks: (empty)
- Essential Approved Product:
- Prepacking Item: No
- Vaccine Item:
- UNSPSC Item Code: (empty)
- Emergency Item:
- Alternate UOM: (empty)
- Without eP Integration: No

Figure 3.3.2-9 Item Master

STEP 7

Click on the  button to delete the record

Note

- System will display a Confirmation Message as Figure 3.3.2-10
- Click on the button to delete the record

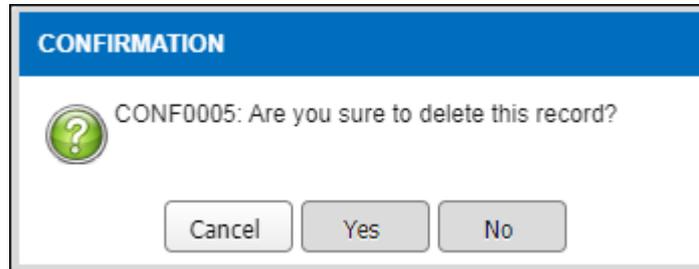


Figure 3.3.2-10 Confirmation Message

- The status of the record will be **Inactive**

3.4. Manufacturer

3.4.1. Create New Manufacturer

To create new Manufacturer records, perform the steps below:

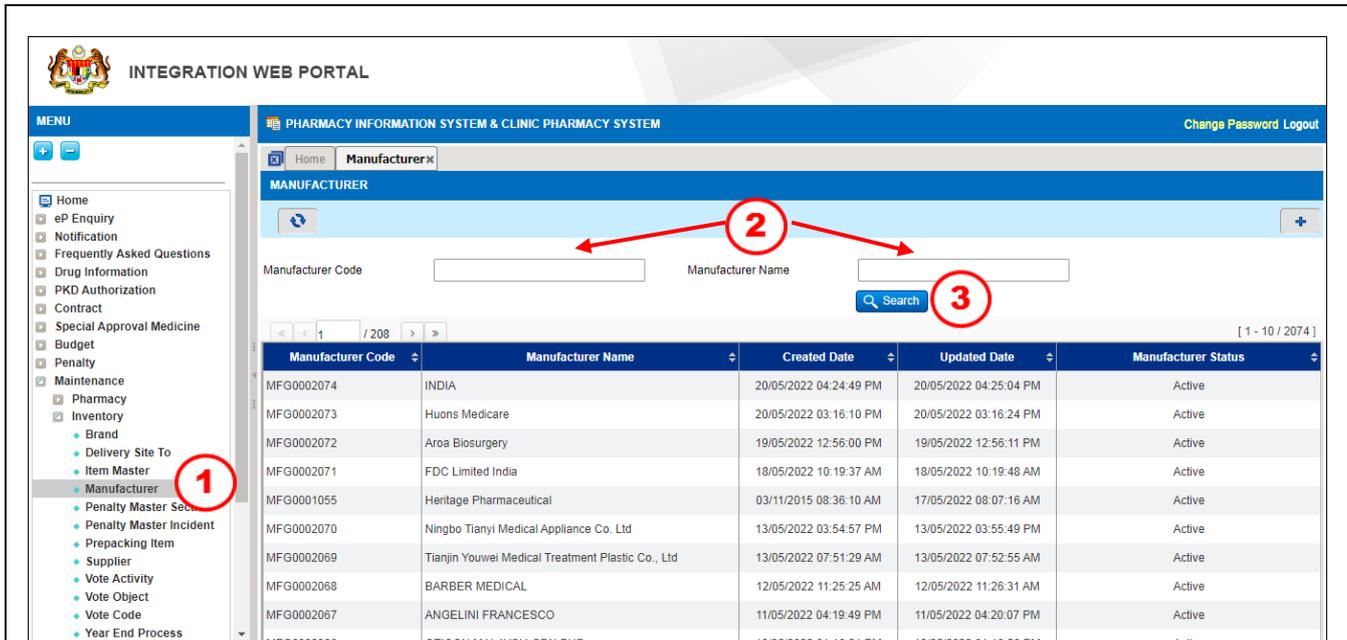


Figure 3.4.1-1 Manufacturer Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Manufacturer'

STEP 2

Search existing record by entering **Manufacturer Code** and/or **Manufacturer Name**

STEP 3

Click on the button and system will display the related record

Note

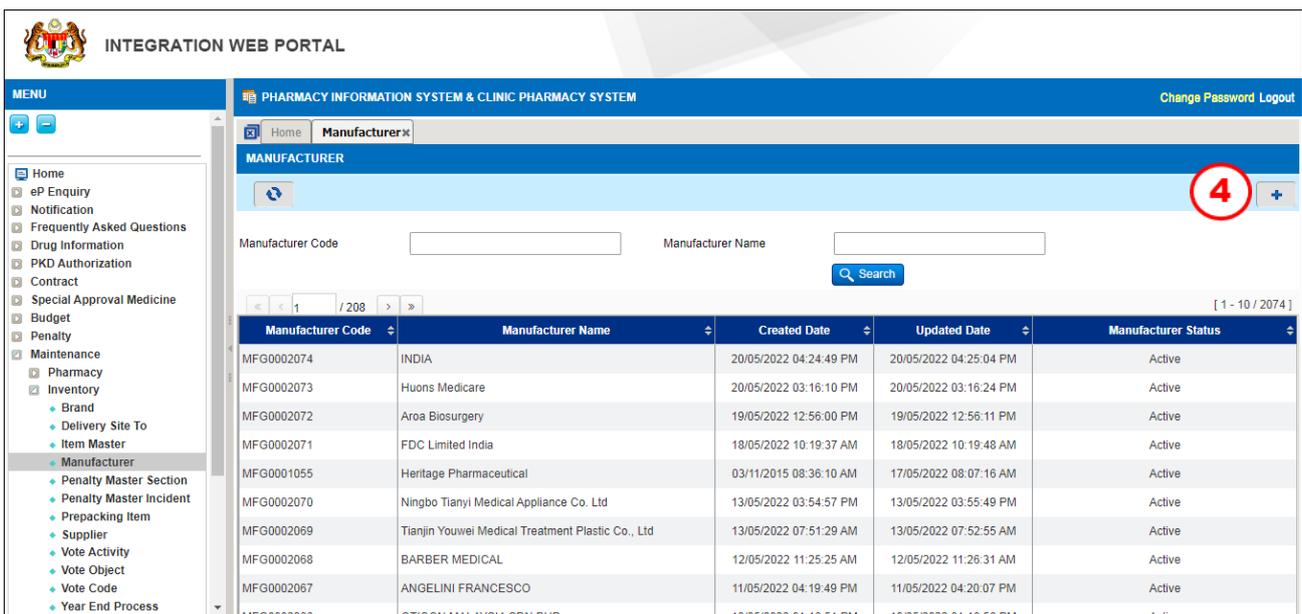
User is allow to view the information by click on the related record and information will be displayed as Figure 3.4.1-2

Manufacturer Code	MFG0001055 *	Status	Active
Manufacturer Name	Heritage Pharmaceutical *	Contact Person	
Address Line 1		Postcode	
Address Line 2		City	
Address Line 3		State	
Country	United States *	Contact Number (Office)	
Contact Number (Mobile)		Fax No.	
Email		Remarks	

Figure 3.4.1-2 Manufacturer

Note

Click on the button to close the screen



INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home Manufacturerx

MANUFACTURER

Manufacturer Code Manufacturer Name

Search

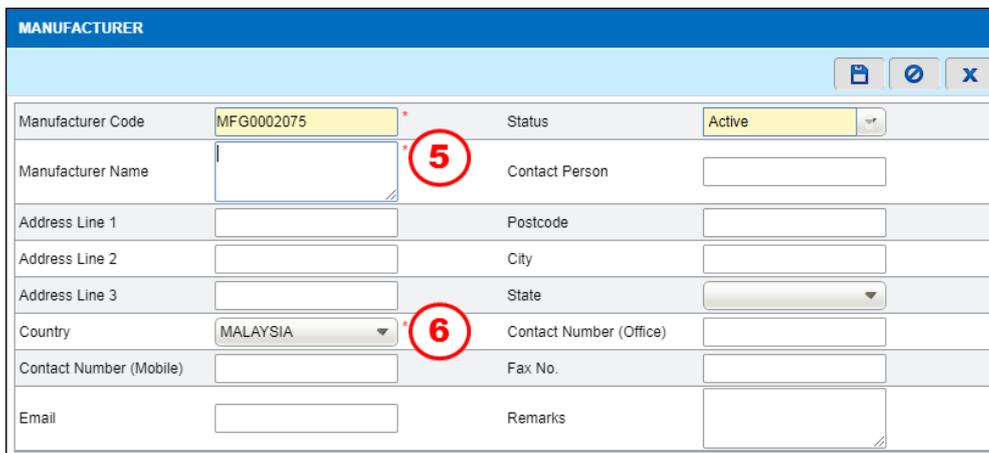
[1 - 10 / 2074]

Manufacturer Code	Manufacturer Name	Created Date	Updated Date	Manufacturer Status
MFG0002074	INDIA	20/05/2022 04:24:49 PM	20/05/2022 04:25:04 PM	Active
MFG0002073	Huons Medicare	20/05/2022 03:16:10 PM	20/05/2022 03:16:24 PM	Active
MFG0002072	Aroa Biosurgery	19/05/2022 12:56:00 PM	19/05/2022 12:56:11 PM	Active
MFG0002071	FDC Limited India	18/05/2022 10:19:37 AM	18/05/2022 10:19:48 AM	Active
MFG0001055	Heritage Pharmaceutical	03/11/2015 08:36:10 AM	17/05/2022 08:07:16 AM	Active
MFG0002070	Ningbo Tianyi Medical Appliance Co. Ltd	13/05/2022 03:54:57 PM	13/05/2022 03:55:49 PM	Active
MFG0002069	Tianjin Youwei Medical Treatment Plastic Co., Ltd	13/05/2022 07:51:29 AM	13/05/2022 07:52:55 AM	Active
MFG0002068	BARBER MEDICAL	12/05/2022 11:25:25 AM	12/05/2022 11:26:31 AM	Active
MFG0002067	ANGELINI FRANCESCO	11/05/2022 04:19:49 PM	11/05/2022 04:20:07 PM	Active
MFG0002066	OTICON MALAYSIA SDN BHD	10/05/2022 04:15:54 PM	10/05/2022 04:16:56 PM	Active

Figure 3.4.1-3 Manufacturer Listing Page

STEP 4

Click on the  button to create a new record and Manufacturer screen will be displayed as Figure 3.4.1-4



MANUFACTURER

Manufacturer Code * Status

Manufacturer Name * 5 Contact Person

Address Line 1 Postcode

Address Line 2 City

Address Line 3 State

Country * 6 Contact Number (Office)

Contact Number (Mobile) Fax No.

Email Remarks

Figure 3.4.1-4 Manufacturer

Note

Manufacturer Code will be automatically generate by the system

STEP 5

Enter **Manufacturer Name**

STEP 6

Select **Country** from the drop down box

Note

Enter information into below field (optional):

- **Contact Person**
- **Address Line 1**
- **Address Line 2**
- **Address Line 3**
- **Postcode**
- **City**

- State
- Contact Number (Office)
- Contact Number (Mobile)
- Fax No.
- Email
- Remarks

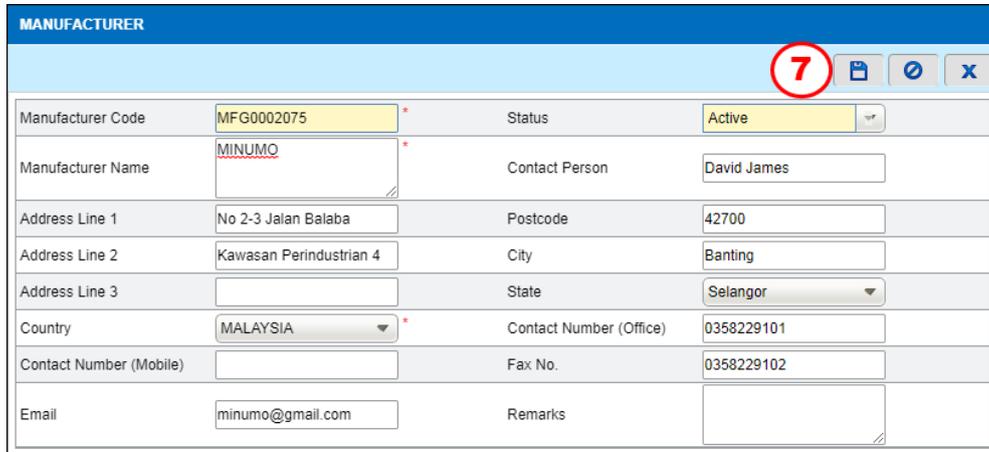


Figure 3.4.1-5 Manufacturer

STEP 7

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.4.1-6

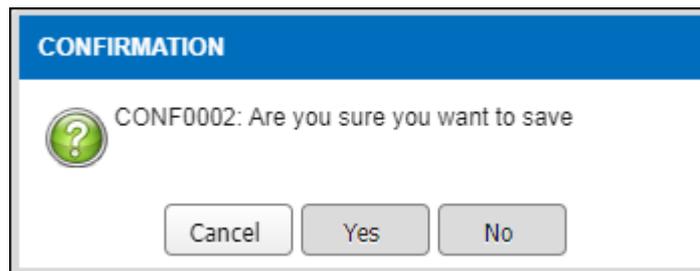
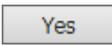
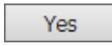


Figure 3.4.1-6 Confirmation Message

- Click on the  button to save the record
- Information Message will display after click on the  button as Figure 3.4.1-7

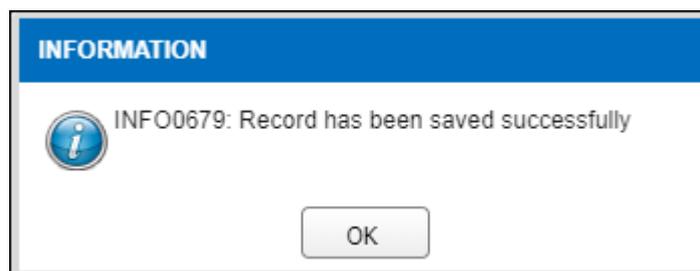


Figure 3.4.1-7 Information Message

- Click on the  button to confirmed the record

3.4.2. Modify Manufacturer

To Modify Manufacturer records, perform the steps below:

Integration Web Portal - PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

MANUFACTURER

Manufacturer Code: Manufacturer Name:

Manufacturer Code	Manufacturer Name	Created Date	Updated Date	Manufacturer Status
MFG0002074	INDIA	20/05/2022 04:24:49 PM	20/05/2022 04:25:04 PM	Active
MFG0002073	Huons Medicare	20/05/2022 03:16:10 PM	20/05/2022 03:16:24 PM	Active
MFG0002072	Aroa Biosurgery	19/05/2022 12:56:00 PM	19/05/2022 12:56:11 PM	Active
MFG0002071	FDC Limited India	18/05/2022 10:19:37 AM	18/05/2022 10:19:48 AM	Active
MFG0001055	Heritage Pharmaceutical	03/11/2015 08:36:10 AM	17/05/2022 08:07:16 AM	Active
MFG0002070	Ningbo Tianyi Medical Appliance Co., Ltd	13/05/2022 03:54:57 PM	13/05/2022 03:55:49 PM	Active
MFG0002069	Tianjin Youwei Medical Treatment Plastic Co., Ltd	13/05/2022 07:51:29 AM	13/05/2022 07:52:55 AM	Active
MFG0002068	BARBER MEDICAL	12/05/2022 11:25:25 AM	12/05/2022 11:26:31 AM	Active
MFG0002067	ANGELINI FRANCESCO	11/05/2022 04:19:49 PM	11/05/2022 04:20:07 PM	Active

Figure 3.4.2-1 Manufacturer Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Manufacturer'

STEP 2

Search existing record by entering **Manufacturer Code** and/or **Manufacturer Name**

STEP 3

Click on the button and system will display the related record

STEP 4

Click on the selected record

MANUFACTURER

Manufacturer Code: MFG0002072 * Status: Active

Manufacturer Name: Aroa Biosurgery * Contact Person:

Address Line 1: Postcode:

Address Line 2: City:

Address Line 3: State:

Country: New zealand * Contact Number (Office):

Contact Number (Mobile): Fax No.:

Email: Remarks:

Figure 3.4.2-2 Manufacturer

STEP 5

Click on the button to edit the record

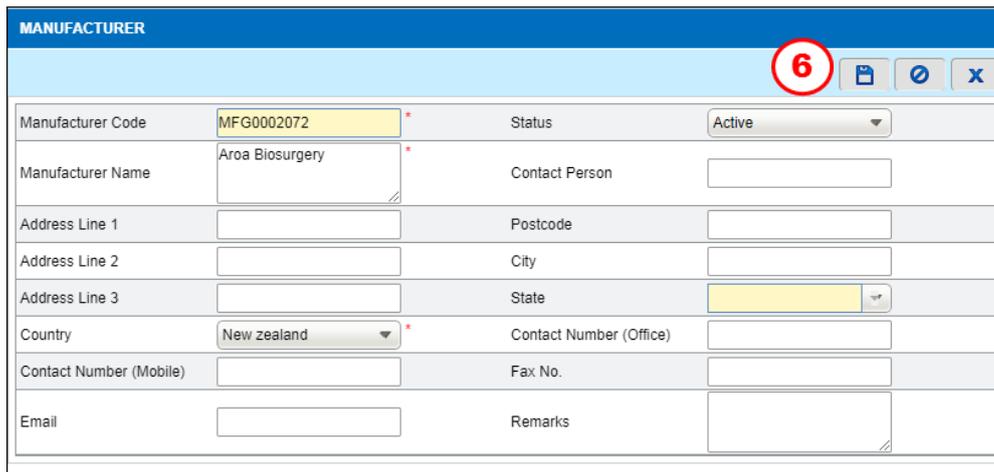


Figure 3.4.2-3 Manufacturer

Note

User is allow to edit:

- **Manufacturer Name**
- **Contact Person**
- **Address Line 1**
- **Address Line 2**
- **Address Line 3**
- **Postcode**
- **City**
- **Country**
- **State**
- **Contact Number (Office)**
- **Contact Number (Mobile)**
- **Fax No.**
- **Email**
- **Remarks**
- **Status**

STEP 6

Click on the  button to save the edited record

Note

- System will display a Confirmation Message as Figure 3.4.2-4

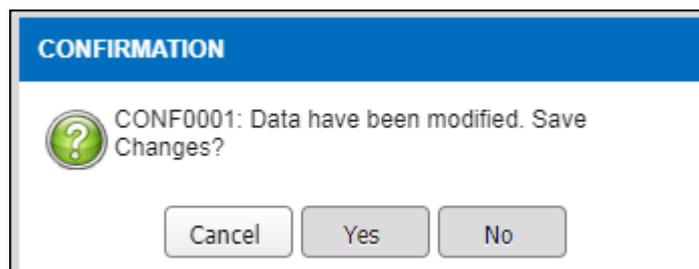
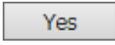
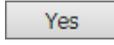


Figure 3.4.2-4 Confirmation Message

- Click on the  button to save the edited record
- Information Message will display after click on the  button as Figure 3.4.2-5

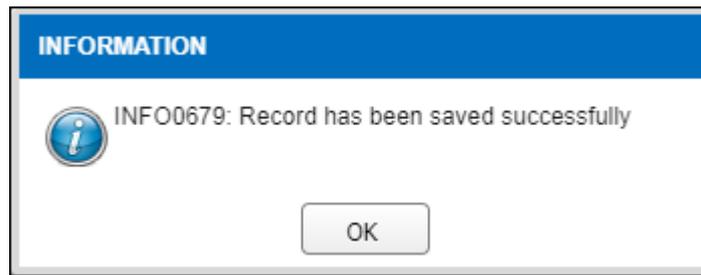
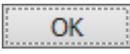
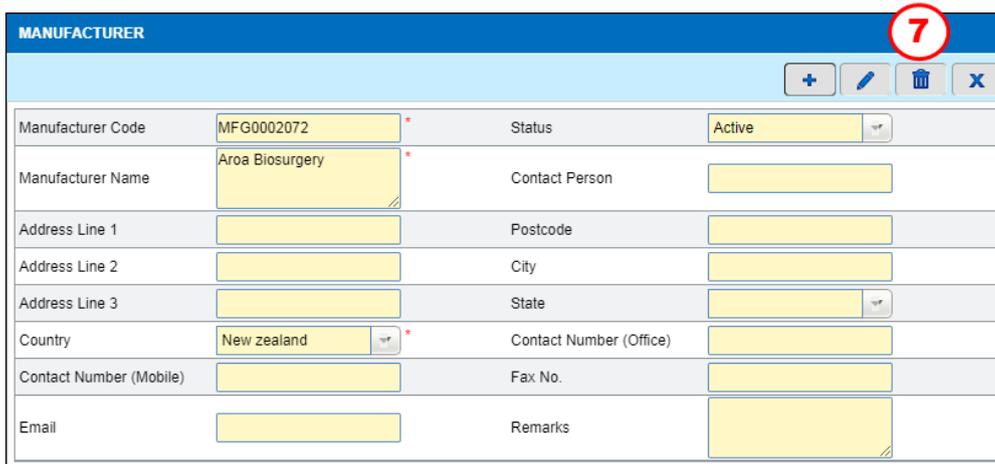


Figure 3.4.2-5 Information Message

- Click on the  button to confirmed the edited record



The form is titled "MANUFACTURER" in a blue header. In the top right corner of the header, there is a red circle containing the number "7". Below the header, there are four icons: a plus sign, a pencil, a trash can, and an 'X'. The form contains several fields:

Manufacturer Code	MFG0002072 *	Status	Active
Manufacturer Name	Aroa Biosurgery *	Contact Person	
Address Line 1		Postcode	
Address Line 2		City	
Address Line 3		State	
Country	New zealand *	Contact Number (Office)	
Contact Number (Mobile)		Fax No.	
Email		Remarks	

Figure 3.4.2-6 Manufacturer

STEP 7

Click on the  button to delete the record

Note

- System will display a Confirmation Message as Figure 3.4.2-7

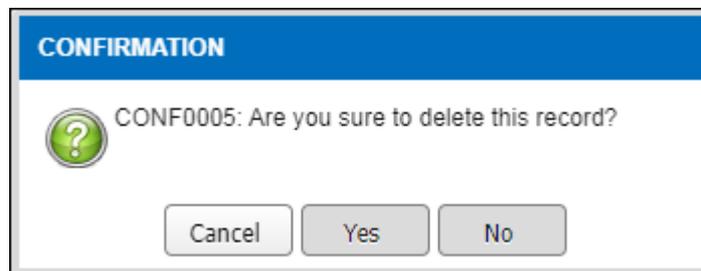
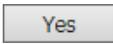


Figure 3.4.2-7 Confirmation Message

- Click on the  button to delete the record
- The status of the record will be **Inactive**

3.5. Penalty Master Section

3.5.1. Create New Penalty Master Section

To Create New Penalty Master Section records, perform the steps below:

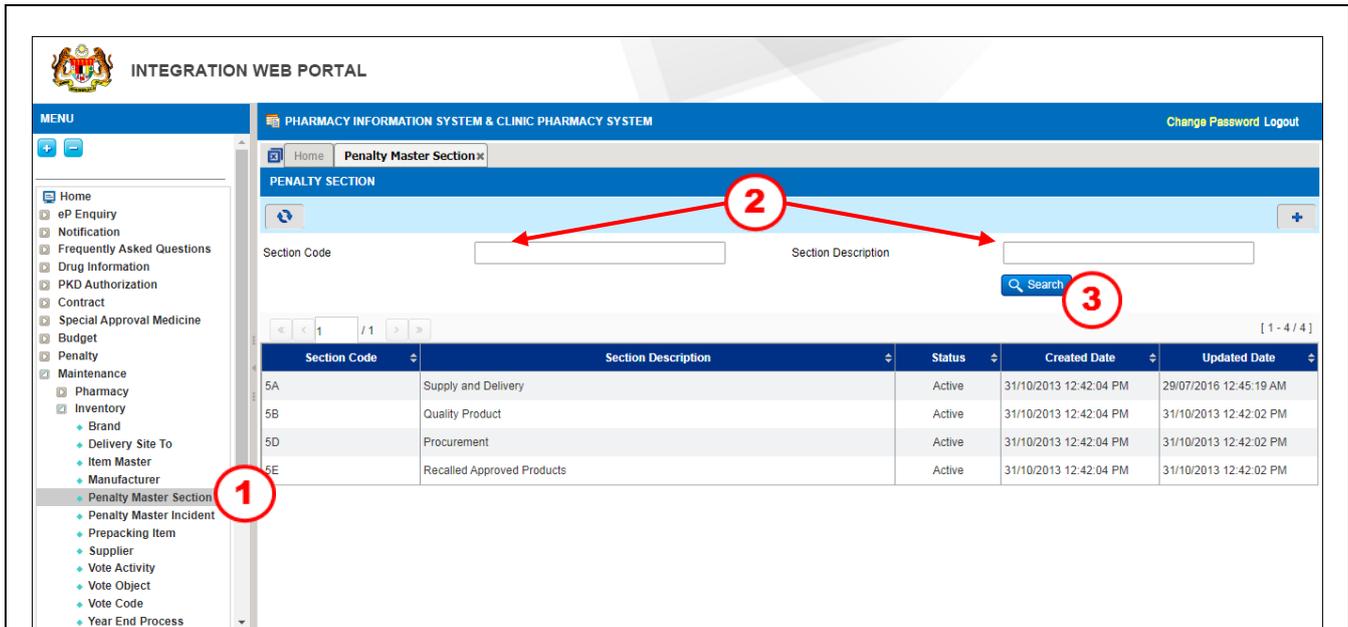


Figure 3.5.1-1 Penalty Master Section

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Penalty Master Section'

STEP 2

Search existing record by entering **Section Code** and/or **Section Description**

STEP 3

Click on the  button and system will display the related record

Note

User is allow to view the information by click on the related record and information will be displayed as Figure 3.5.1-2

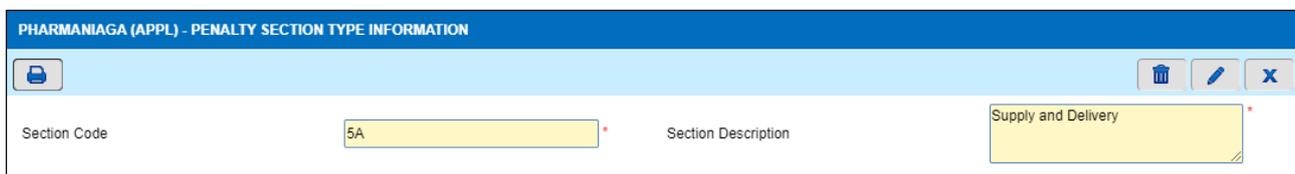


Figure 3.5.1-2 PhARMANIAGA (APPL) – Penalty Section Type Information

Note

Click on the  button to close the screen

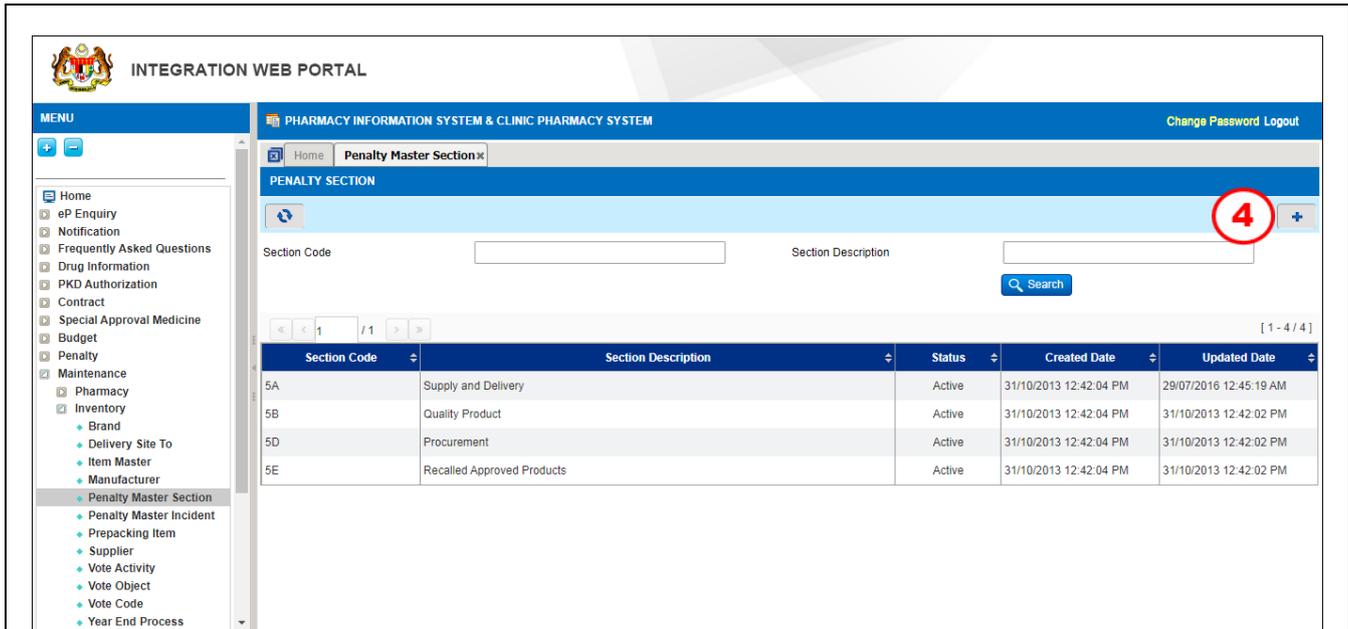


Figure 3.5.1-3 Penalty Master Section Listing Page

STEP 4

Click on the  button to create a new record and Pharmaniaga (APPL) – Penalty Section Type Information screen will be displayed as Figure 3.5.1-4



Figure 3.5.1-4 Pharmaniaga (APPL) – Penalty Section Type Information

STEP 5

Enter **Section Code** and **Section Description**

STEP 6

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.5.1-5

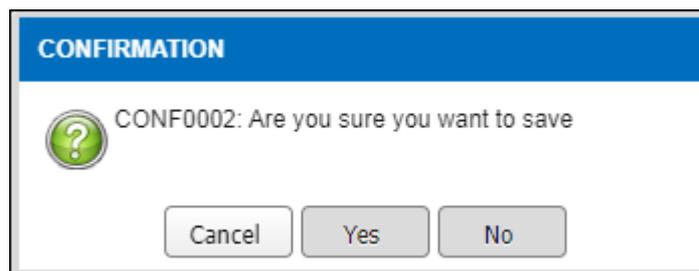


Figure 3.5.1-5 Confirmation Message

- Click on the  button to save the record
- Information Message will display after click on the  button as Figure 3.5.1-6

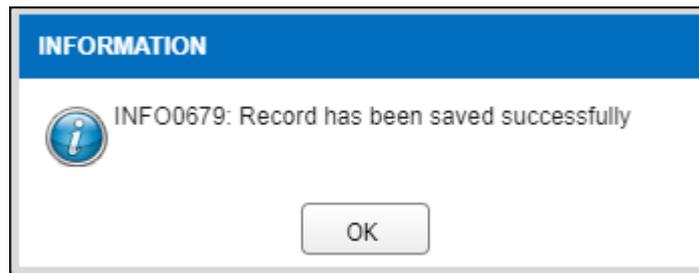
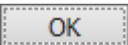


Figure 3.5.1-6 Information Message

- Click on the  button to confirmed the record

3.5.2. Modify Penalty Master Section

To Modify Penalty Master Section records, perform the steps below:

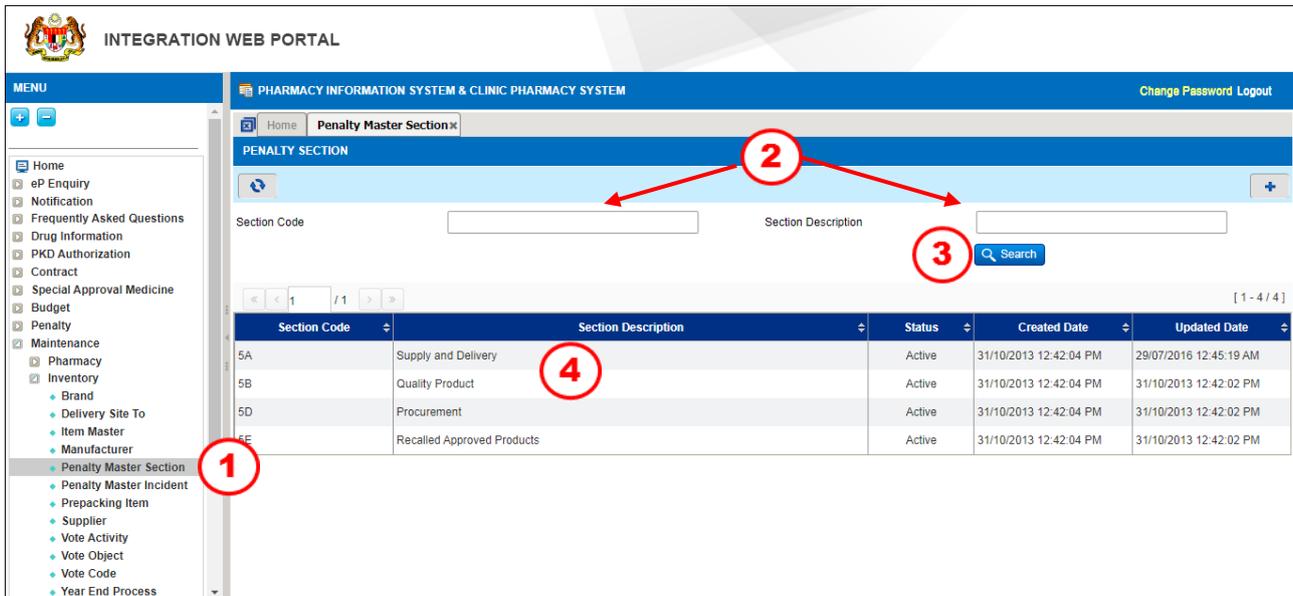


Figure 3.5.2-1 Penalty Master Section Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Penalty Master Section'

STEP 2

Search existing record by entering **Section Code** and/or **Section Description**

STEP 3

Click on the button and system will display the related record

STEP 4

Click on the selected record

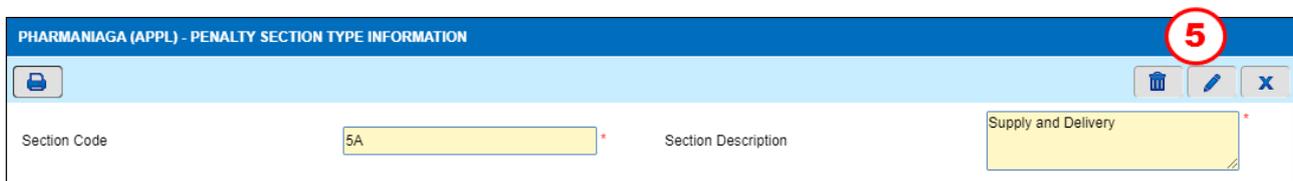


Figure 3.5.2-2 Pharmaniaga (APPL) – Penalty Section Type Information

STEP 5

Click on the button to edit the record

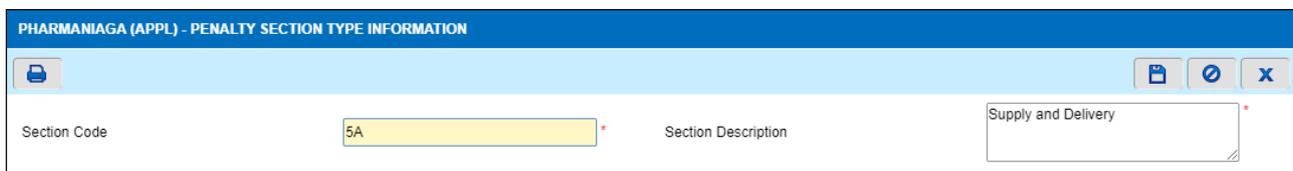


Figure 3.5.2-3 Pharmaniaga (APPL) – Penalty Section Type Information

Note

User is allow to edit **Section Description**

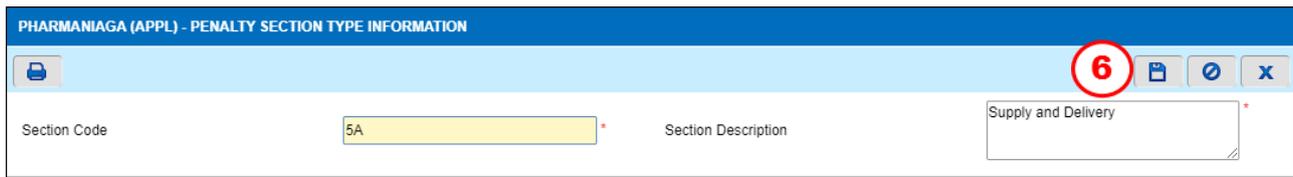


Figure 3.5.2-4 Pharmaniaga (APPL) – Penalty Section Type Information

STEP 6

Click on the  button to save the edited record

Note

- System will display a Confirmation Message as Figure 3.5.2-5

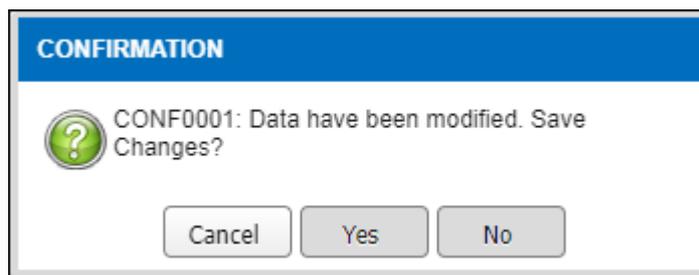
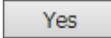
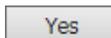


Figure 3.5.2-5 Confirmation Message

- Click on the  button to save the edited record
- Information Message will display after click on the  button as Figure 3.5.2-6

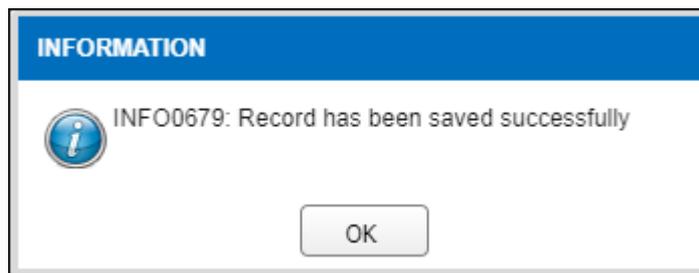


Figure 3.5.2-6 Information Message

Click on the  button to confirmed the edited record

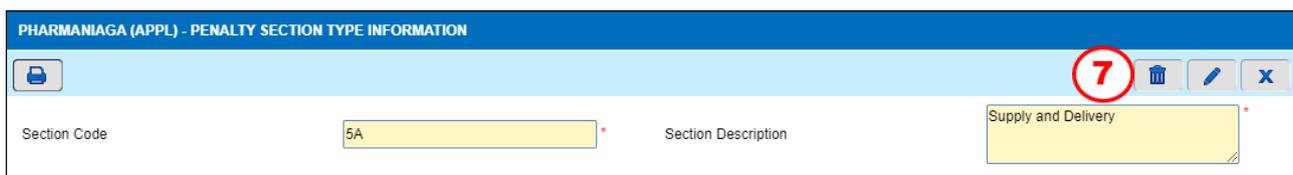


Figure 3.5.2-7 Pharmaniaga (APPL) – Penalty Section Type Information

STEP 7

Click on the  button to delete the record

Note

- System will display a Confirmation Message as Figure 3.5.2-8

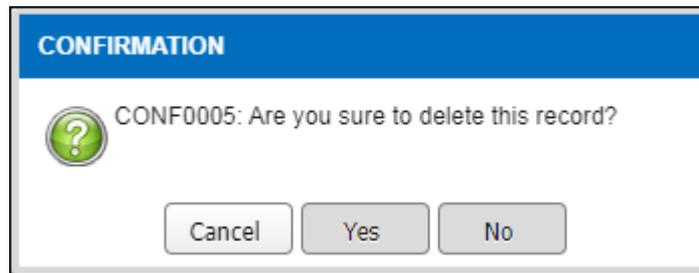
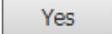


Figure 3.5.2-8 Confirmation Message

- Click on the  button to delete the record
- The status of the record will be **Inactive**

3.6. Penalty Master Incident

3.6.1. View and Modify Penalty Master Incident

To view and modify Penalty Master Incident records, perform the steps below:

Section Code	Section Description	Incident Code	Incident Description	Penalty Amount(RM)	Calculation Method	Remarks	Status	Created Date	Updated Date
5A	Supply and Delivery	PS1	The Delivery of such order shall be deliver within 7 working days (West Malaysia) 10 days (East Malaysia)	0.00	3 % X undelivered product value X No of days delay	-	Active	02/11/2013 10:11:34 AM	29/06/2022 12:56:23 PM
	Supply and Delivery	PS2	The delivery products shall be made and completed during office hour between 6am to 5pm excluding (lunch hour and Friday prayer)	500.00	-	-	Active	02/11/2013 10:11:34 AM	02/11/2017 12:10:19 AM
5A	Supply and Delivery	PS3	The delivery shall be door to door basis (different location from the LPO address)	500.00	-	-	Active	02/11/2013 10:11:34 AM	02/11/2017 12:10:19 AM
5A	Supply and Delivery	PS4	The quantity order not tally with the LPO (more than	500.00	-	-	Active	02/11/2013	02/11/2017

Figure 3.6.1-1 Penalty Master Incident

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Penalty Master Incident'

STEP 2

Search existing record by entering **Section Code** and/or **Incident Code**

STEP 3

Click on the button and system will display the related record

Note

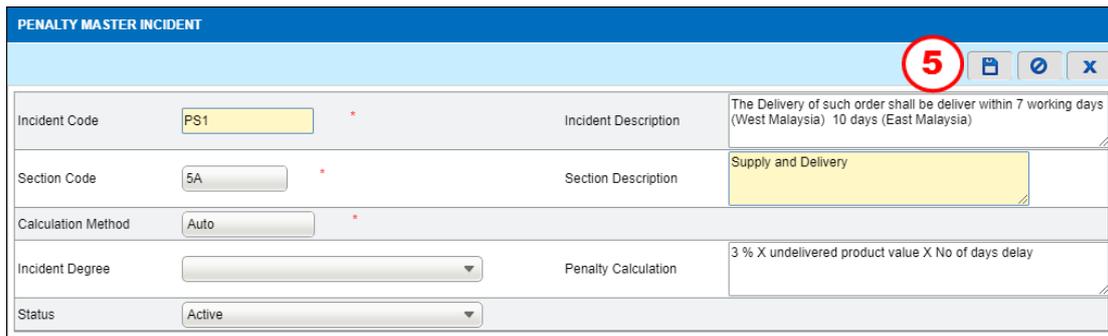
User is allow to view the information by click on the related record and information will be displayed as Figure 3.6.1-2

Incident Code	PS1	Incident Description	The Delivery of such order shall be deliver within 7 working days (West Malaysia) 10 days (East Malaysia)
Section Code	5A	Section Description	Supply and Delivery
Calculation Method	Auto		
Incident Degree		Penalty Calculation	3 % X undelivered product value X No of days delay
Status	Active		

Figure 3.6.1-2 Pharmaniaga (APPL) – Penalty Incident Type Information

STEP 4

Click on the button to edit the record



PENALTY MASTER INCIDENT		
Incident Code	PS1	Incident Description
Section Code	5A	Section Description
Calculation Method	Auto	Penalty Calculation
Incident Degree		Status
		Active
		The Delivery of such order shall be deliver within 7 working days (West Malaysia) 10 days (East Malaysia)
		Supply and Delivery
		3 % X undelivered product value X No of days delay

Figure 3.6.1-3 Pharmaniaga (APPL) – Penalty Incident Type Information

Note

User is allow to edit:

- **Incident Description**
- **Incident Degree**
- **Penalty Calculation**
- **Status**

STEP 5

Click on the  button to save the edited record

Note

- System will display a Confirmation Message as Figure 3.6.1-4

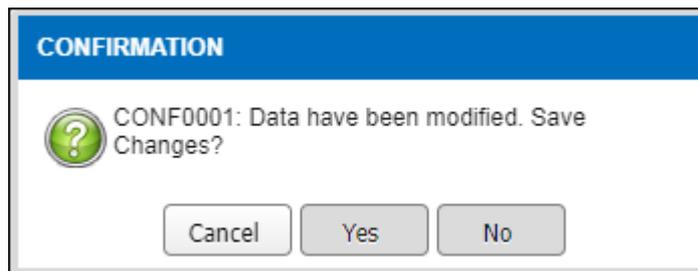
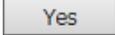
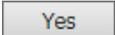


Figure 3.6.1-4 Confirmation Message

- Click on the  button to save the edited record
- Information Message will display after click on the  button as Figure 3.6.1-5

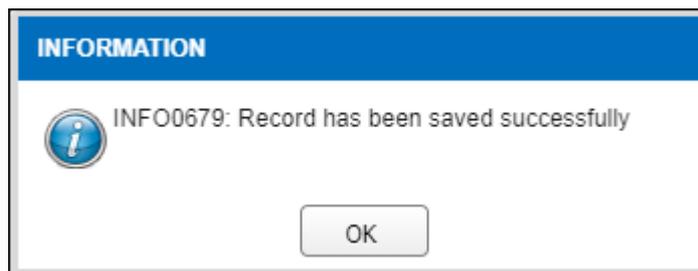
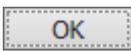


Figure 3.6.1-5 Information Message

- Click on the  button to confirmed the edited record

3.7. Prepacking Item

3.7.1. Create New Prepacking Item

To create New Prepacking Item records, perform the steps below:

Drug/Non-Drug Code	Drug/Non-Drug Name	Prepacking Item Code	Prepacking Item Description	Package Description	Created By	Created Date	Updated By	Updated Date	Status
RAW00057	Potassium Chloride powder	RAW00057-1000	Potassium Chloride powder	pack of 1000 gram	LXXXXX XXXXXXXX XXXX XXXX XXX	23/05/2022 03:32 PM	LXXXXX XXXXXXXX XXXX XXXX XXX	23/05/2022 03:32 PM	Active
RAW00193	Sodium dihydrogen phosphate monohydrate (NaH ₂ PO ₄ ·H ₂ O)	RAW00193-2880	Sodium dihydrogen phosphate monohydrate (NaH ₂ PO ₄ ·H ₂ O)	pack of 2880 milligram	MoXX XXXXXXXXXX XXX XXXXXXXX	29/04/2022 11:14 AM	MoXX XXXXXXXXXX XXX XXXXXXXX	29/04/2022 11:14 AM	Active
H03CA00200L9901XX	Iodine and Potassium Iodide Aqueous Solution (Lugol's Solution)	H03CA00200L9901-15	Iodine and Potassium Iodide Aqueous Solution (Lugol's Solution)	bottle of 15 ml	MoXX XXXXXXXXXX XXX XXXXXXXX	14/04/2022 09:29 AM	MoXX XXXXXXXXXX XXX XXXXXXXX	14/04/2022 09:29 AM	Active
H02AB02000T1001XX	Dexamethasone 0.5 mg Tablet	H02AB02000T1001-4	Dexamethasone 0.5 mg Tablet	pack of 4 tablet	NoXX XXXXXXXX XXX XXXXX	06/04/2022 03:39 PM	NoXX XXXXXXXX XXX XXXXX	06/04/2022 03:39 PM	Active

Figure 3.7.1-1 Prepacking Item Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Prepacking Item'

STEP 2

Search existing record by entering:

- Drug/Non-Drug Code**
- Drug/Non-Drug Name**
- Prepacking Item Code**
- Prepacking Item Description**

STEP 3

Click on the Search button and system will display the related record

Note

User is allow to view the information by click on the related record and information will be displayed as Figure 3.7.1-2



ITEM MASTER X

DRUG/NON-DRUG INFORMATION

Item Group: DRUG * List Type: C
 Drug/Non-Drug Code: RAW00057 * Drug/Non-Drug Name: Potassium Chloride powder
 Item Sub Class: Raw Material

ITEM INFORMATION

Item Purchase Type: LP * Item Status: Active
 Item Code: RAW00057-1000 * Item Description: Potassium Chloride powder *
 Image: Upload [] View Image []
 SKU: g SKU Description: gram
 PKU: pck * PKU Description: pack
 Conversion Factor: 1000 * Min Order Qty: 1 *
 Packaging Description: pack of 1000 gram Remarks: []
 Essential Approved Product: Prepacking Item: Yes
 Vaccine Item: UNSPSC Item Code: []
 Emergency Item: Alternate UOM: []
 Without eP Integration: No

Figure 3.7.1-2 Item Master

Note



Click on the button to close the screen

INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM Change Password Logout

Home Prepacking Item X

PREPACKING ITEM 4 +

Drug/Non-Drug Code: [] Drug/Non-Drug Name: []
 Prepacking Item Code: [] Prepacking Item Description: []

[Search] [1 - 10 / 3643]

Drug/Non-Drug Code	Drug/Non-Drug Name	Prepacking Item Code	Prepacking Item Description	Package Description	Created By	Created Date	Updated By	Updated Date	Status
RAW00057	Potassium Chloride powder	RAW00057-1000	Potassium Chloride powder	pack of 1000 gram	LXXXX XXXXXXXX XXXX XXXX XXX MoXX	23/05/2022 03:32 PM	LXXXX XXXXXXXX XXXX XXXX XXX MoXX	23/05/2022 03:32 PM	Active
RAW00193	Sodium dihydrogen phosphate monohydrate (NaH2PO4*H2O)	RAW00193-2880	Sodium dihydrogen phosphate monohydrate (NaH2PO4*H2O)	pack of 2880 milligram	XXXXXXXXXX XXX XXXXXXXX MoXX	29/04/2022 11:14 AM	XXXXXXXXXX XXX XXXXXXXX MoXX	29/04/2022 11:14 AM	Active
H03CA00200L990 1XX	Iodine and Potassium Iodide Aqueous Solution (Lugol's Solution)	H03CA00200L990 1-15	Iodine and Potassium Iodide Aqueous Solution (Lugol's Solution)	bottle of 15 ml	XXXXXXXXXX XXX XXXXXXXX NoXX	14/04/2022 09:29 AM	XXXXXXXXXX XXX XXXXXXXX NoXX	14/04/2022 09:29 AM	Active
H02AB02000T100 1XX	Dexamethasone 0.5 mg Tablet	H02AB02000T100 1-4	Dexamethasone 0.5 mg Tablet	pack of 4 tablet	XXXXXXXXXX XXX XXXXX	06/04/2022 03:39 PM	XXXXXXXXXX XXX XXXXX	06/04/2022 03:39 PM	Active

Figure 3.7.1-3 Prepacking Item Listing Page

STEP 4



Click on the button to create a new record and Create Prepacking Item screen will be displayed as Figure 3.7.1-4

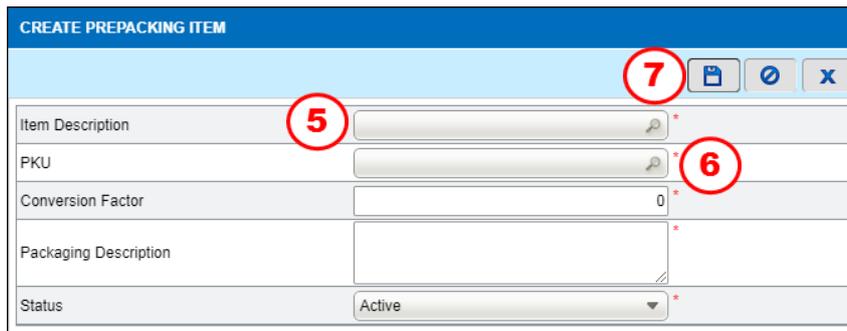
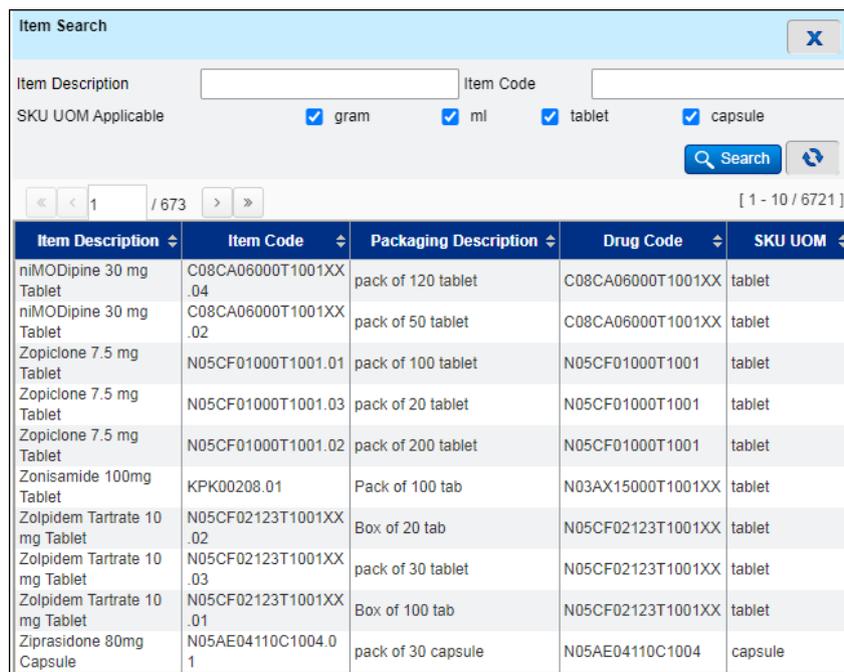


Figure 3.7.1-4 Create Prepacking Item

STEP 5

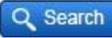
Click on the **Item Description**  button and Item Search window will be displayed as Figure 3.7.1-5



Item Description	Item Code	Packaging Description	Drug Code	SKU UOM
niMODipine 30 mg Tablet	C08CA06000T1001XX.04	pack of 120 tablet	C08CA06000T1001XX	tablet
niMODipine 30 mg Tablet	C08CA06000T1001XX.02	pack of 50 tablet	C08CA06000T1001XX	tablet
Zopiclone 7.5 mg Tablet	N05CF01000T1001.01	pack of 100 tablet	N05CF01000T1001	tablet
Zopiclone 7.5 mg Tablet	N05CF01000T1001.03	pack of 20 tablet	N05CF01000T1001	tablet
Zopiclone 7.5 mg Tablet	N05CF01000T1001.02	pack of 200 tablet	N05CF01000T1001	tablet
Zonisamide 100mg Tablet	KPK00208.01	Pack of 100 tab	N03AX15000T1001XX	tablet
Zolpidem Tartrate 10 mg Tablet	N05CF02123T1001XX.02	Box of 20 tab	N05CF02123T1001XX	tablet
Zolpidem Tartrate 10 mg Tablet	N05CF02123T1001XX.03	pack of 30 tablet	N05CF02123T1001XX	tablet
Zolpidem Tartrate 10 mg Tablet	N05CF02123T1001XX.01	Box of 100 tab	N05CF02123T1001XX	tablet
Ziprasidone 80mg Capsule	N05AE04110C1004.01	pack of 30 capsule	N05AE04110C1004	capsule

Figure 3.7.1-5 Item Search

Note

- User is allowed to enter partially or fully criteria for **Item Description** and/or **Item Code**. Then click on the  button
- User able to filter by **SKU UOM Applicable** by **gram**, **ml**, **tablet** or **capsule**
- Double click on the selected **Item Description**
- **PKU** will automatically display a value based on the item packaging

STEP 6

Enter **Conversion Factor**

Note

Packaging Description will automatically display a value based on **Conversion Factor** entered in **STEP 6**

STEP 7

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.7.1-6

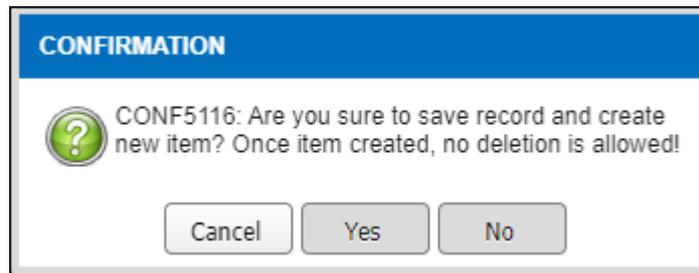
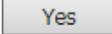
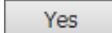


Figure 3.7.1-6 Confirmation Message

- Click on the  button to save the record
- Information Message will display after click on the  button as Figure 3.7.1-7

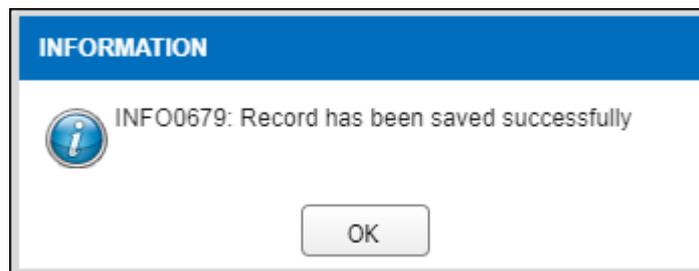
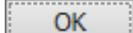


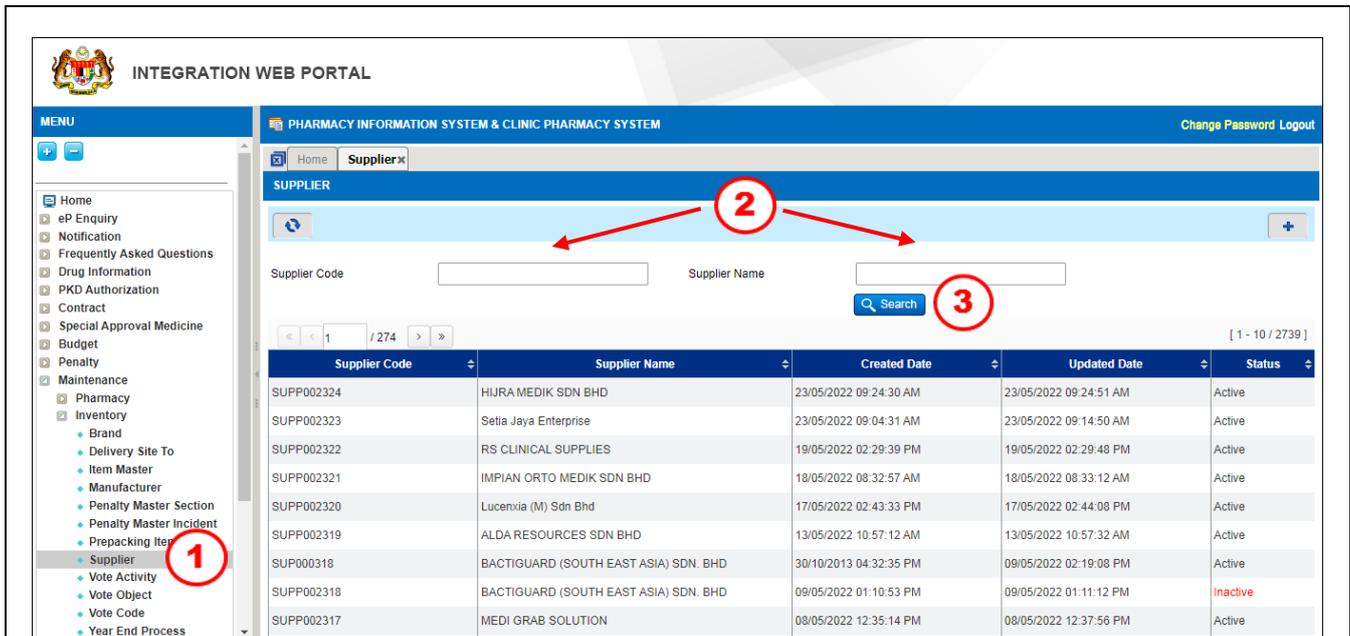
Figure 3.7.1-7 Information Message

- Click on the  button to confirmed the record

3.8. Supplier

3.8.1. Create New Supplier

To create New Supplier records, perform the steps below:



INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home Supplierx

SUPPLIER

Supplier Code Supplier Name

[1 - 10 / 2739]

Supplier Code	Supplier Name	Created Date	Updated Date	Status
SUPP002324	HIJRA MEDIK SDN BHD	23/05/2022 09:24:30 AM	23/05/2022 09:24:51 AM	Active
SUPP002323	Setia Jaya Enterprise	23/05/2022 09:04:31 AM	23/05/2022 09:14:50 AM	Active
SUPP002322	RS CLINICAL SUPPLIES	19/05/2022 02:29:39 PM	19/05/2022 02:29:48 PM	Active
SUPP002321	IMPIAN ORTO MEDIK SDN BHD	18/05/2022 08:32:57 AM	18/05/2022 08:33:12 AM	Active
SUPP002320	Lucenia (M) Sdn Bhd	17/05/2022 02:43:33 PM	17/05/2022 02:44:08 PM	Active
SUPP002319	ALDA.RESOURCES SDN BHD	13/05/2022 10:57:12 AM	13/05/2022 10:57:32 AM	Active
SUPP000318	BACTIGUARD (SOUTH EAST ASIA) SDN. BHD	30/10/2013 04:32:35 PM	09/05/2022 02:19:08 PM	Active
SUPP002318	BACTIGUARD (SOUTH EAST ASIA) SDN. BHD	09/05/2022 01:10:53 PM	09/05/2022 01:11:12 PM	Inactive
SUPP002317	MEDI GRAB SOLUTION	08/05/2022 12:35:14 PM	08/05/2022 12:37:56 PM	Active

Figure 3.8.1-1 Supplier Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Supplier'

STEP 2

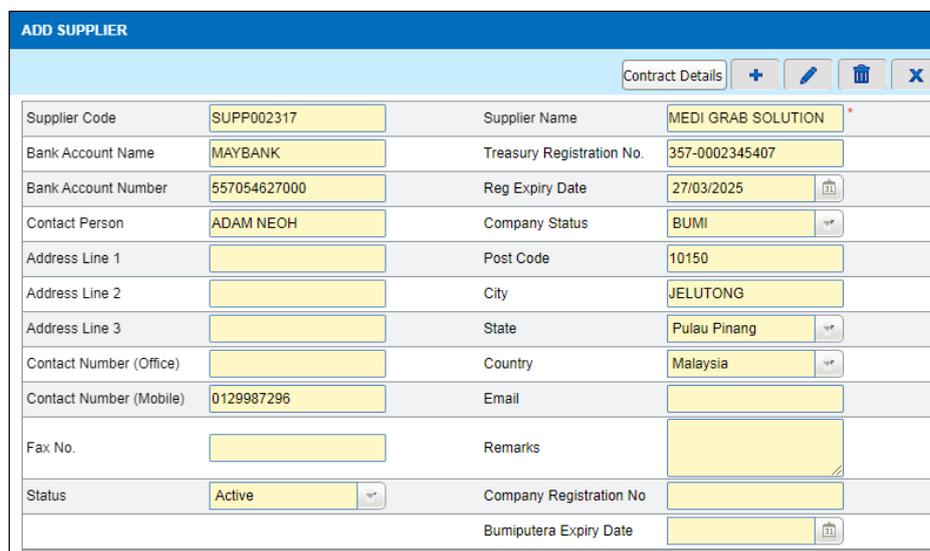
Search existing record by entering **Supplier Code** and/or **Supplier Name**

STEP 3

Click on the button and system will display the related record

Note

User is allow to view the information by click on the related record and information will be displayed as Figure 3.8.1-2



ADD SUPPLIER

Contract Details +

Supplier Code	SUPP002317	Supplier Name	MEDI GRAB SOLUTION *
Bank Account Name	MAYBANK	Treasury Registration No.	357-0002345407
Bank Account Number	557054627000	Reg Expiry Date	27/03/2025
Contact Person	ADAM NEOH	Company Status	BUMI
Address Line 1		Post Code	10150
Address Line 2		City	JELUTONG
Address Line 3		State	Pulau Pinang
Contact Number (Office)		Country	Malaysia
Contact Number (Mobile)	0129987296	Email	
Fax No.		Remarks	
Status	Active	Company Registration No	
		Bumiputera Expiry Date	

Figure 3.8.1-2 Add Supplier

Note

Click on the button to close the screen

INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home Supplier

SUPPLIER

Supplier Code Supplier Name

[1 - 10 / 274] [1 - 10 / 2739]

Supplier Code	Supplier Name	Created Date	Updated Date	Status
SUPP002324	HIJRA MEDIK SDN BHD	23/05/2022 09:24:30 AM	23/05/2022 09:24:51 AM	Active
SUPP002323	Setia Jaya Enterprise	23/05/2022 09:04:31 AM	23/05/2022 09:14:50 AM	Active
SUPP002322	RS CLINICAL SUPPLIES	19/05/2022 02:29:39 PM	19/05/2022 02:29:48 PM	Active
SUPP002321	IMPIAN ORTO MEDIK SDN BHD	18/05/2022 08:32:57 AM	18/05/2022 08:33:12 AM	Active
SUPP002320	Lucenia (M) Sdn Bhd	17/05/2022 02:43:33 PM	17/05/2022 02:44:08 PM	Active
SUPP002319	ALDA RESOURCES SDN BHD	13/05/2022 10:57:12 AM	13/05/2022 10:57:32 AM	Active
SUP000318	BACTIGUARD (SOUTH EAST ASIA) SDN. BHD	30/10/2013 04:32:35 PM	09/05/2022 02:19:08 PM	Active
SUPP002318	BACTIGUARD (SOUTH EAST ASIA) SDN. BHD	09/05/2022 01:10:53 PM	09/05/2022 01:11:12 PM	Inactive
SUPP002317	MEDI GRAB SOLUTION	08/05/2022 12:35:14 PM	08/05/2022 12:37:56 PM	Active

Figure 3.8.1-3 Supplier Listing Page

STEP 4

Click on the button to create a new record and Add Supplier screen will be displayed as Figure 3.8.1-4

ADD SUPPLIER

Supplier Code Supplier Name

Bank Account Name Treasury Registration No.

Bank Account Number Reg Expiry Date

Contact Person Company Status

Address Line 1 Post Code

Address Line 2 City

Address Line 3 State

Contact Number (Office) Country

Contact Number (Mobile) Email

Fax No. Remarks

Status Company Registration No.

Bumiputera Expiry Date

Figure 3.8.1-4 Add Supplier

STEP 5

Enter **Supplier Name**

Note

Enter information into below field (optional):

- **Bank Account Name**
- **Bank Account Number**
- **Treasury Registration No.**

- **Reg Expiry Date**
- **Contact Person**
- **Company Status**
- **Address Line 1**
- **Address Line 2**
- **Address Line 3**
- **Postcode**
- **City**
- **State**
- **Country**
- **Contact Number (Office)**
- **Contact Number (Mobile)**
- **Fax No**
- **Email**
- **Remarks**
- **Company Registration No**
- **Bumiputra Expiry Date**

STEP 6

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.8.1-5

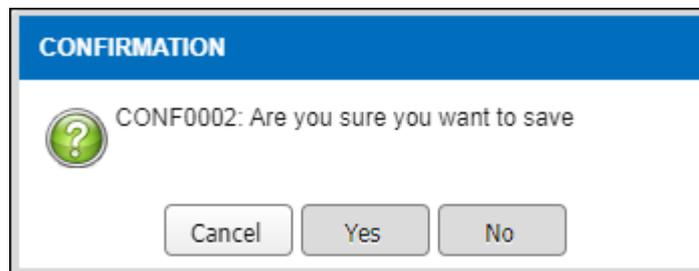
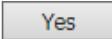
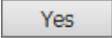


Figure 3.8.1-5 Confirmation Message

- Click on the  button to save the record
- Information Message will display after click on the  button as Figure 3.8.1-6

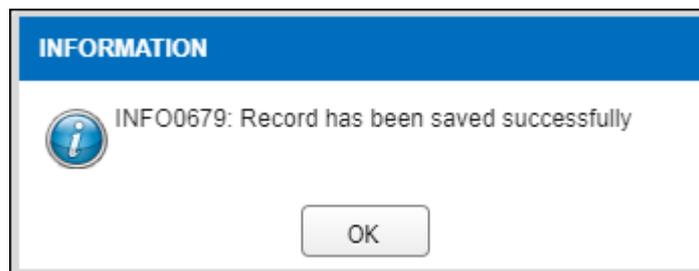
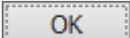
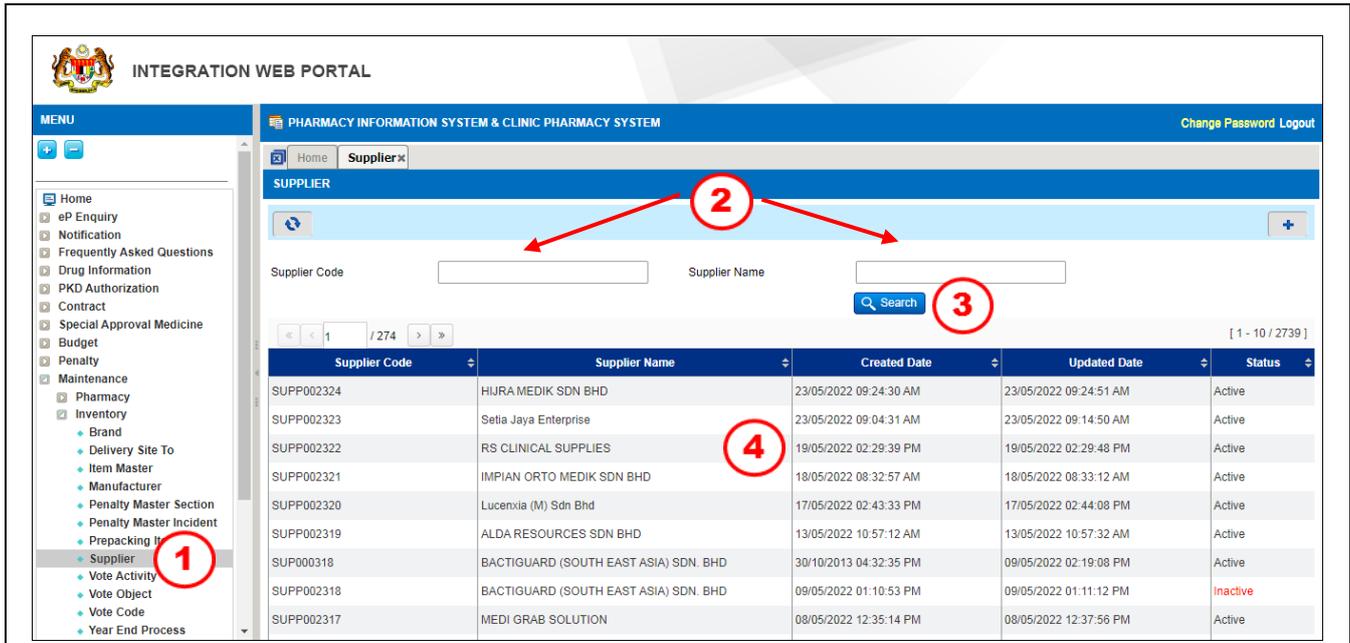


Figure 3.8.1-6 Information Message

- Click on the  button to confirmed the record and **Supplier Code** will be generated for future reference

3.8.2. Modify Supplier

To Modify Supplier records, perform the steps below:



Supplier Code	Supplier Name	Created Date	Updated Date	Status
SUPP002324	HJURA MEDIK SDN BHD	23/05/2022 09:24:30 AM	23/05/2022 09:24:51 AM	Active
SUPP002323	Setia Jaya Enterprise	23/05/2022 09:04:31 AM	23/05/2022 09:14:50 AM	Active
SUPP002322	RS CLINICAL SUPPLIES	19/05/2022 02:29:39 PM	19/05/2022 02:29:48 PM	Active
SUPP002321	IMPIAN ORTO MEDIK SDN BHD	18/05/2022 08:32:57 AM	18/05/2022 08:33:12 AM	Active
SUPP002320	Lucenia (M) Sdn Bhd	17/05/2022 02:43:33 PM	17/05/2022 02:44:08 PM	Active
SUPP002319	ALDA RESOURCES SDN BHD	13/05/2022 10:57:12 AM	13/05/2022 10:57:32 AM	Active
SUP000318	BACTIGUARD (SOUTH EAST ASIA) SDN. BHD	30/10/2013 04:32:35 PM	09/05/2022 02:19:08 PM	Active
SUPP002318	BACTIGUARD (SOUTH EAST ASIA) SDN. BHD	09/05/2022 01:10:53 PM	09/05/2022 01:11:12 PM	inactive
SUPP002317	MEDI GRAB SOLUTION	08/05/2022 12:35:14 PM	08/05/2022 12:37:56 PM	Active

Figure 3.8.2-1 Supplier Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Supplier'

STEP 2

Search existing record by entering **Supplier Code** and/or **Supplier Name**

STEP 3

Click on the  button and system will display the related record

STEP 4

Click on the selected record

ADD SUPPLIER			
Contract Details    			
Supplier Code	SUPP003325	Supplier Name	MH Resources *
Bank Account Name	CIMB Bank	Treasury Registration No.	
Bank Account Number	700231223	Reg Expiry Date	
Contact Person	Hilmi Mokhtar	Company Status	BUMI
Address Line 1	No 2 Jalan Cemerlang	Post Code	42700
Address Line 2	Industrial Park	City	Banting
Address Line 3		State	Selangor
Contact Number (Office)		Country	Malaysia
Contact Number (Mobile)		Email	
Fax No.		Remarks	
Status	Active	Company Registration No	K88777678
		Bumiputera Expiry Date	

Figure 3.8.2-2 Add Supplier

STEP 5

Click on the  button to edit the record

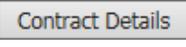
ADD SUPPLIER			
Contract Details   			
Supplier Code	SUPP003325	Supplier Name	MH Resources *
Bank Account Name	CIMB Bank	Treasury Registration No.	
Bank Account Number	700231223	Reg Expiry Date	
Contact Person	Hilmi Mokhtar	Company Status	BUMI
Address Line 1	No 2 Jalan Cemerlang	Post Code	42700
Address Line 2	Industrial Park	City	Banting
Address Line 3		State	Selangor
Contact Number (Office)		Country	Malaysia
Contact Number (Mobile)		Email	
Fax No.		Remarks	
Status	Active	Company Registration No	K88777678
		Bumiputera Expiry Date	

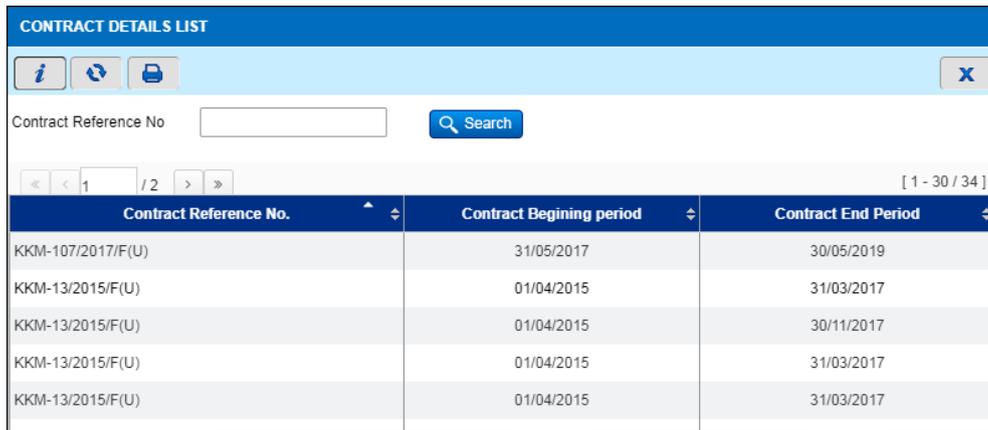
Figure 3.8.2-3 Add Supplier

Note

- User is allow to edit:
 - **Bank Account Name**
 - **Bank Account Number**
 - **Treasury Registration No.**
 - **Reg Expiry Date**
 - **Contact Person**
 - **Company Status**
 - **Address Line 1**
 - **Address Line 2**
 - **Address Line 3**
 - **Postcode**
 - **City**

- **State**
- **Country**
- **Contact Number (Office)**
- **Contact Number (Mobile)**
- **Fax No**
- **Email**
- **Remarks**
- **Company Registration No**
- **Bumiputra Expiry Date**

- Click on the  button to view **Contract Details** as Figure 3.8.2-4

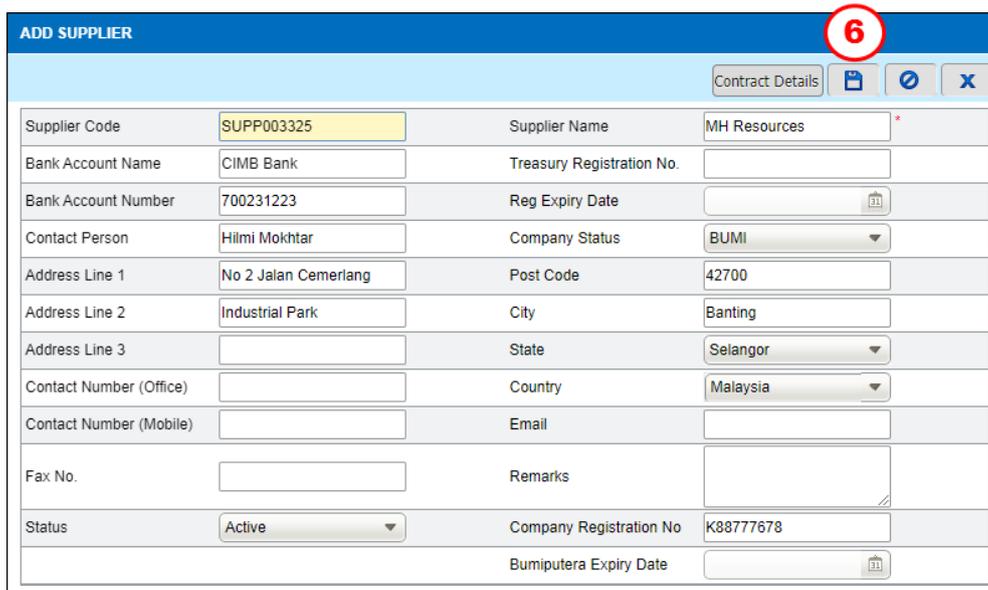


The screenshot shows a web interface titled "CONTRACT DETAILS LIST". It includes a search bar for "Contract Reference No.", a table with columns for "Contract Reference No.", "Contract Beginning period", and "Contract End Period", and a "Close" button (X) in the top right corner.

Contract Reference No.	Contract Beginning period	Contract End Period
KKM-107/2017/F(U)	31/05/2017	30/05/2019
KKM-13/2015/F(U)	01/04/2015	31/03/2017
KKM-13/2015/F(U)	01/04/2015	30/11/2017
KKM-13/2015/F(U)	01/04/2015	31/03/2017
KKM-13/2015/F(U)	01/04/2015	31/03/2017

Figure 3.8.2-4 Contract Details List

- Click on the  button to close the screen



The screenshot shows a web interface titled "ADD SUPPLIER". A red circle with the number "6" highlights the "Contract Details" button in the top right corner. The form contains various input fields for supplier information.

Supplier Code	SUPP003325	Supplier Name	MH Resources
Bank Account Name	CIMB Bank	Treasury Registration No.	
Bank Account Number	700231223	Reg Expiry Date	
Contact Person	Hilmi Mokhtar	Company Status	BUMI
Address Line 1	No 2 Jalan Cemerlang	Post Code	42700
Address Line 2	Industrial Park	City	Banting
Address Line 3		State	Selangor
Contact Number (Office)		Country	Malaysia
Contact Number (Mobile)		Email	
Fax No.		Remarks	
Status	Active	Company Registration No	K88777678
		Bumiputera Expiry Date	

Figure 3.8.2-5 Add Supplier

STEP 6

Click on the  button to save the edited record

Note

- System will display a Confirmation Message as Figure 3.8.2-6

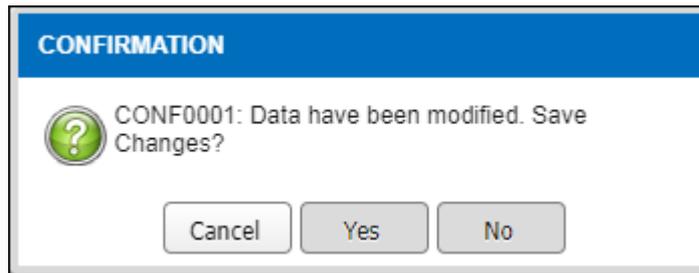
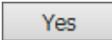
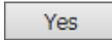


Figure 3.8.2-6 Confirmation Message

- Click on the  button to save the edited record
- Information Message will display after click on the  button as Figure 3.8.2-7

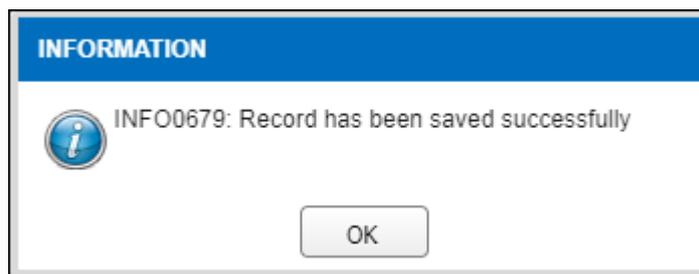


Figure 3.8.2-7 Information Message

- Click on the  button to confirmed the edited record

ADD SUPPLIER			
Supplier Code	SUPP003325	Supplier Name	MH Resources *
Bank Account Name	CIMB Bank	Treasury Registration No.	
Bank Account Number	700231223	Reg Expiry Date	
Contact Person	Hilmi Mokhtar	Company Status	BUMI
Address Line 1	No 2 Jalan Cemerlang	Post Code	42700
Address Line 2	Industrial Park	City	Banting
Address Line 3		State	Selangor
Contact Number (Office)		Country	Malaysia
Contact Number (Mobile)		Email	
Fax No.		Remarks	
Status	Active	Company Registration No	K88777678
		Bumiputera Expiry Date	

Figure 3.8.2-8 Add Supplier

STEP 7

Click on the  button to delete the record

Note

- System will display a Confirmation Message as Figure 3.8.2-9

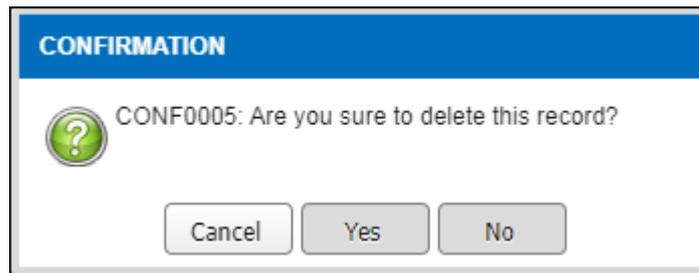
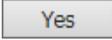


Figure 3.8.2-9 Confirmation Message

- Click on the  button to delete the record
- The status of the record will be **Inactive**

3.9. Vote Activity

3.9.1. Create New Vote Activity

To create New Vote Activity records, perform the steps below:

Activity Code	Activity Description	Created Date	Updated Date	Status
00000	Kumpulan Wang Amanah Negara	25/06/2021 03:32:29 PM	03/12/2021 10:12:37 AM	Active
011023	OE KE DE (RECLASS 2021) - BEKALAN PERUBATAN FASILITI KESIHATAN	14/08/2021 10:30:06 PM	14/08/2021 10:31:39 PM	Active
011024	PPP / PFI (RECLASS 2021) - KONSESI PENSWASTAAN MAKMAL UBAT DAN STOR	14/08/2021 10:28:18 PM	14/08/2021 10:30:01 PM	Active
01100	Pembangunan Pasca Banjir	31/07/2015 09:45:29 AM	14/08/2021 10:27:06 PM	Active
000000	Kumpulan Wang Amanah Negara	01/07/2021 03:12:20 PM	02/07/2021 09:56:46 AM	Active
00800	Peruntukan bagi perbelanjaan berkaitan COVID-19 (B6)	16/11/2020 10:48:16 AM	03/02/2021 11:50:59 AM	Active
080800	Pengoperasian Fasiliti Baru	01/01/2021 01:06:36 PM	15/01/2021 11:23:45 AM	Active
080700	Bekalan Perubatan Fasiliti Kesihatan	27/07/2018 11:54:07 AM	15/01/2021 11:22:57 AM	Active
080400	Rawatan Perubatan Pesara Awam Persekutuan	15/01/2021 09:15:51 AM	15/01/2021 10:57:54 AM	Active

Figure 3.9.1-1 Vote Activity Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Vote Activity'

STEP 2

Search existing record by entering **Activity Code** and/or **Activity Description**

STEP 3

Click on the button and system will display the related record

Note

User is allow to view the information by click on the related record and information will be displayed as Figure 3.9.1-2

Sub Activity Code	Sub Activity Description	Status
99	Pembangunan Pasca Banjir	Active

Figure 3.9.1-2 Vote Activity

Note

Click on the button to close the screen

INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home Vote Activity x

VOTE ACTIVITY

Activity Code Activity Description

[1 - 10 / 143]

Activity Code	Activity Description	Created Date	Updated Date	Status
00000	Kumpulan Wang Amanah Negara	25/06/2021 03:32:29 PM	03/12/2021 10:12:37 AM	Active
011023	OE KE DE (RECLASS 2021) - BEKALAN PERUBATAN FASILITI KESIHATAN	14/08/2021 10:30:06 PM	14/08/2021 10:31:39 PM	Active
011024	PPP / PFI (RECLASS 2021) - KONSESI PENSWASTAAN MAKMAL UBAT DAN STOR	14/08/2021 10:28:18 PM	14/08/2021 10:30:01 PM	Active
01100	Pembangunan Pasca Banjir	31/07/2015 09:45:29 AM	14/08/2021 10:27:06 PM	Active
000000	Kumpulan Wang Amanah Negara	01/07/2021 03:12:20 PM	02/07/2021 09:56:46 AM	Active
00800	Peruntukan bagi perbelanjaan berkaitan COVID-19 (B6)	16/11/2020 10:48:16 AM	03/02/2021 11:50:59 AM	Active
080800	Pengoperasian Fasiliti Baru	01/01/2021 01:06:36 PM	15/01/2021 11:23:45 AM	Active
080700	Bekalan Perubatan Fasiliti Kesihatan	27/07/2018 11:54:07 AM	15/01/2021 11:22:57 AM	Active
080400	Rawatan Perubatan Pesara Awam Persekutuan	15/01/2021 09:15:51 AM	15/01/2021 10:57:54 AM	Active

Figure 3.9.1-3 Vote Activity Listing Page

STEP 4

Click on the button to create a new record and Vote Activity screen will be displayed as Figure 3.9.1-4

VOTE ACTIVITY

Status

Activity Code * Activity Description *

eP Vote Code eP Vote Desc

eP Project/Program Code eP Program/Project Description

VOTE SUB ACTIVITY

[1 / 1]

Sub Activity Code	Sub Activity Description	Status
No Records Found!		

Figure 3.9.1-4 Vote Activity

STEP 5

Enter **Activity Code** and **Activity Description**

STEP 6

Click on the button to save the record

Note

- System will display a Confirmation Message as Figure 3.9.1-5

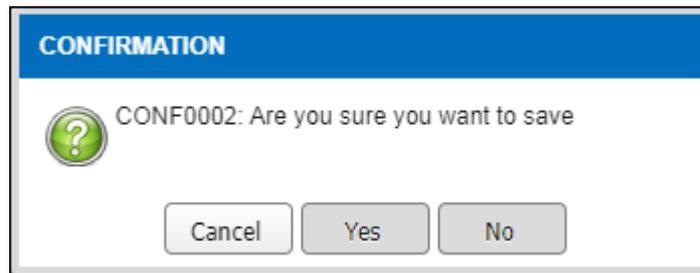
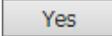
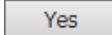


Figure 3.9.1-5 Confirmation Message

- Click on the  button to save the record
- Information Message will display after click on the  button as Figure 3.9.1-6

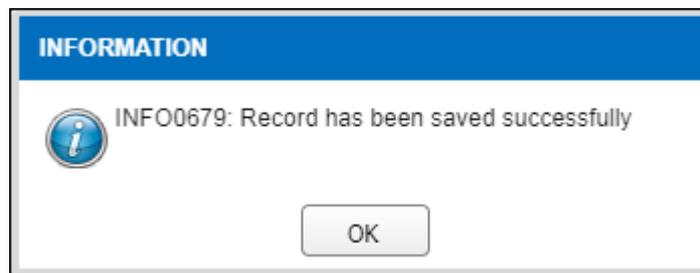


Figure 3.9.1-6 Information Message

- Click on the  button to confirmed the record

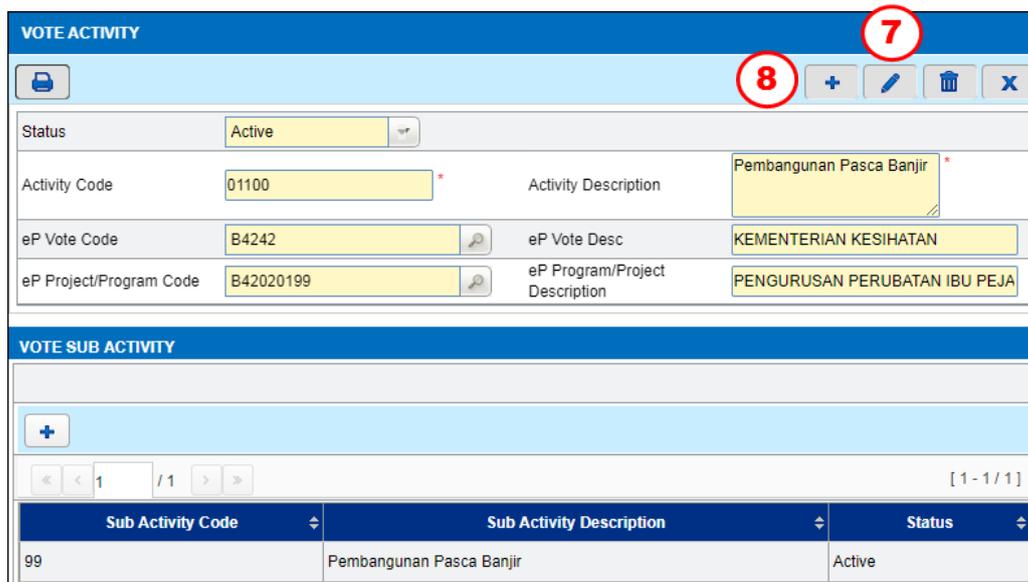


Figure 3.9.1-7 Vote Activity

STEP 7

Click on the  button to edit the record

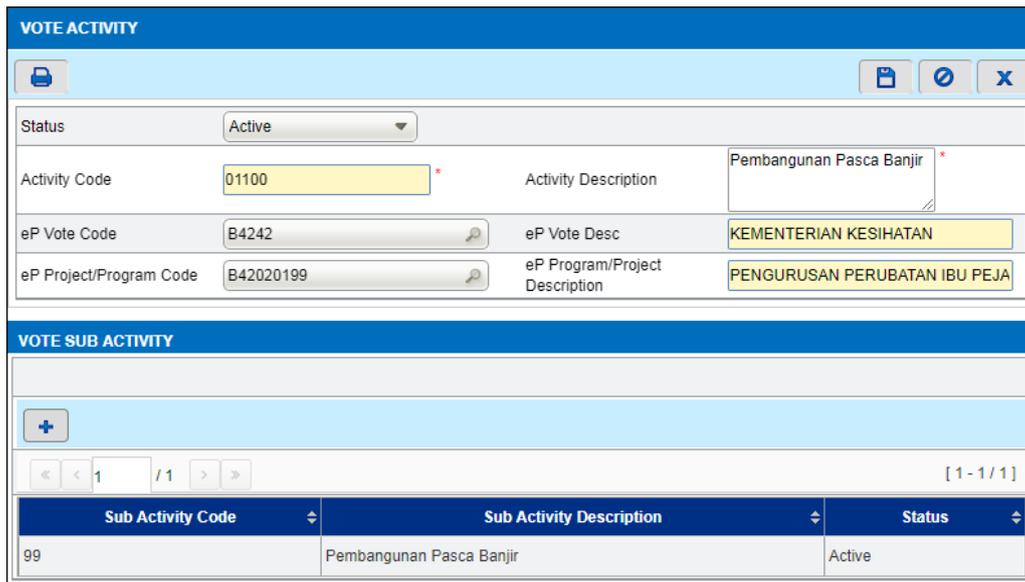


Figure 3.9.1-8 Vote Activity

STEP 8

Click on the  button to add Vote Sub Activity

Note

Vote Sub Activity will be displayed as Figure 3.9.1-9

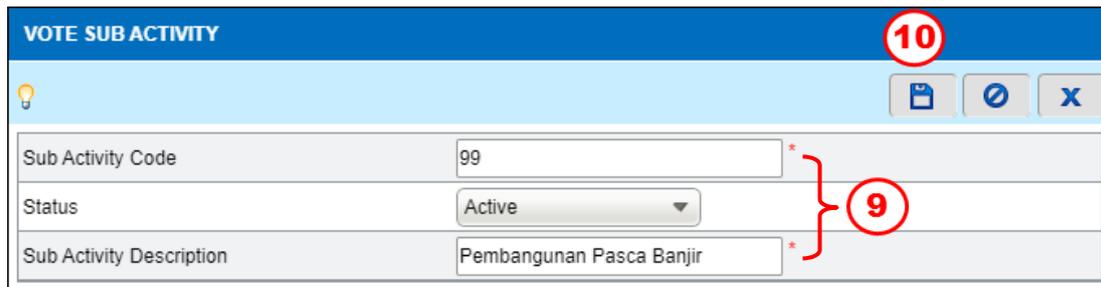


Figure 3.9.1-9 Vote Sub Activity

STEP 9

Enter **Sub Activity Code**, **Status** and **Sub Activity Description**

STEP 10

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.9.1-10

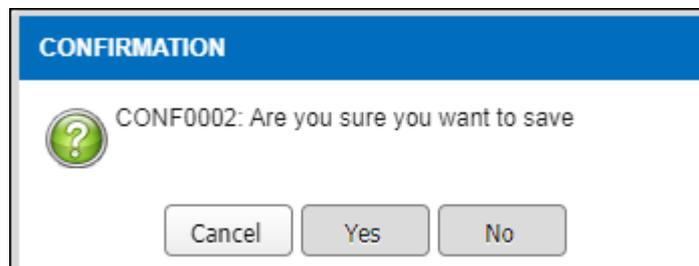
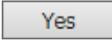


Figure 3.9.1-10 Confirmation Message

- Click on the  button to save the record and the record will updated in the Vote Activity screen as Figure 3.9.1-11
- Click on the  button to close the screen

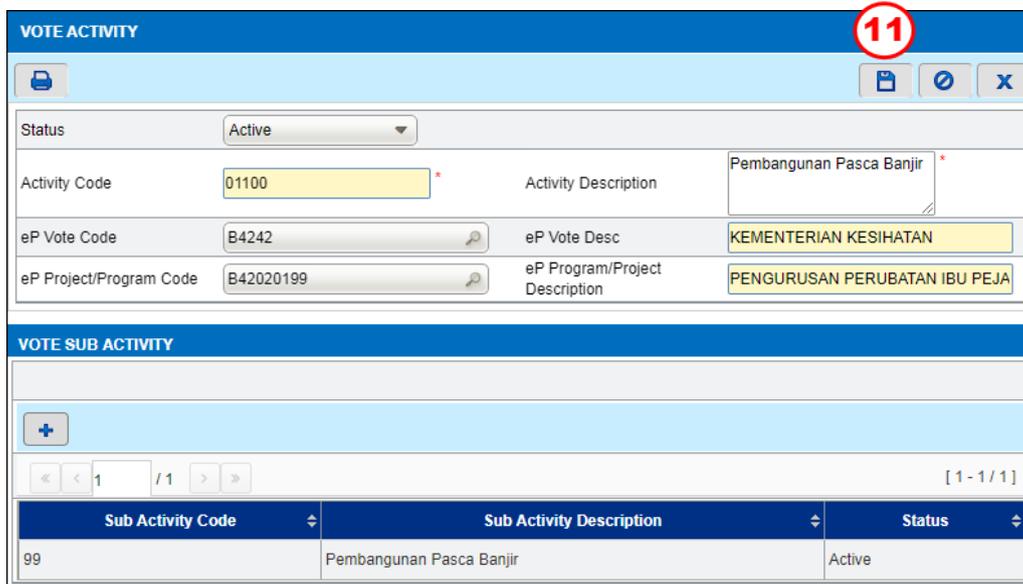


Figure 3.9.1-11 Vote Activity

STEP 11

Click on the  button to save the record

Note

- System will display a Confirmation Message as Figure 3.9.1-12

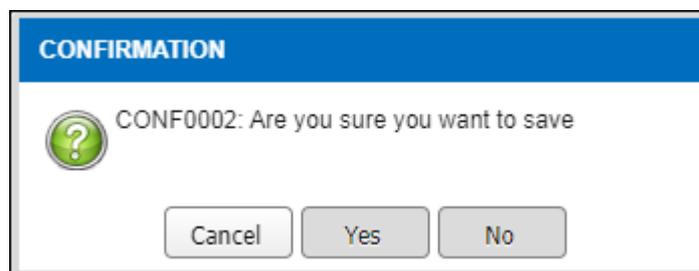
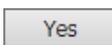


Figure 3.9.1-12 Confirmation Message

Click on the  button to save the record

3.9.2. Modify Vote Activity

To Modify Vote Activity records, perform the steps below:

Activity Code	Activity Description	Created Date	Updated Date	Status
00000	Kumpulan Wang Amanah Negara	25/06/2021 03:32:29 PM	03/12/2021 10:12:37 AM	Active
011023	OE KE DE (RECLASS 2021) - BEKALAN PERUBATAN FASILITI KESIHATAN	14/08/2021 10:30:06 PM	14/08/2021 10:31:39 PM	Active
011024	PPP / PFI (RECLASS 2021) - KONSESI PENSWASTAAN MAKMAL UBAT DAN STOR	14/08/2021 10:28:18 PM	14/08/2021 10:30:01 PM	Active
01100	Pembangunan Pasca Banjir	31/07/2015 09:45:29 AM	14/08/2021 10:27:06 PM	Active
000000	Kumpulan Wang Amanah Negara	01/07/2021 03:12:20 PM	02/07/2021 09:56:46 AM	Active
00800	Peruntukan bagi perbelanjaan berkaitan COVID-19 (B6)	16/11/2020 10:48:16 AM	03/02/2021 11:50:59 AM	Active
080800	Pengoperasian Fasiliti Baru	01/01/2021 01:06:36 PM	15/01/2021 11:23:45 AM	Active
080700	Bekalan Perubatan Fasiliti Kesihatan	27/07/2018 11:54:07 AM	15/01/2021 11:22:57 AM	Active
080400	Rawatan Perubatan Pesara Awam Persekutuan	15/01/2021 09:15:51 AM	15/01/2021 10:57:54 AM	Active

Figure 3.9.2-1 Vote Activity Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Vote Activity'

STEP 2

Search existing record by entering **Activity Code** and/or **Activity Description**

STEP 3

Click on the button and system will display the related record

STEP 4

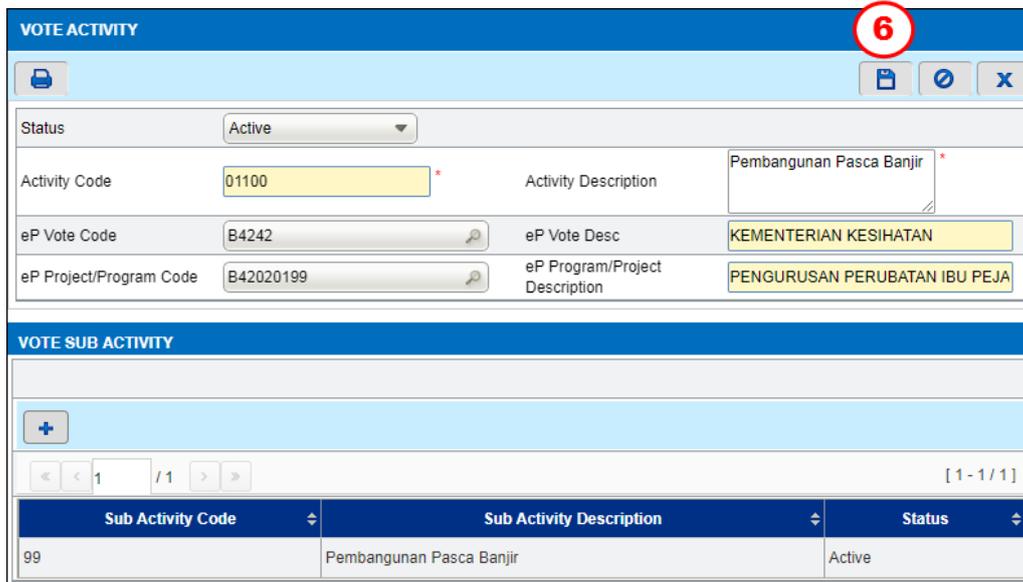
Click on the selected record

Sub Activity Code	Sub Activity Description	Status
99	Pembangunan Pasca Banjir	Active

Figure 3.9.2-2 Vote Activity

STEP 5

Click on the  button to edit the record



VOTE ACTIVITY		
Status	Active	
Activity Code	01100 *	Activity Description
eP Vote Code	B4242	eP Vote Desc
eP Project/Program Code	B42020199	eP Program/Project Description
Pembangunan Pasca Banjir *		
KEMENTERIAN KESIHATAN		
PENGURUSAN PERUBATAN IBU PEJA		

VOTE SUB ACTIVITY		
+		
[1 - 1 / 1]		
Sub Activity Code	Sub Activity Description	Status
99	Pembangunan Pasca Banjir	Active

Figure 3.9.2-3 Vote Activity

Note

User is allow to edit:

- **Status**
- **Activity Description**
- **eP Vote Code**
- **eP Project/Program Code**

STEP 6

Click on the  button to save the edited record

Note

- System will display a Confirmation Message as Figure 3.9.2-4

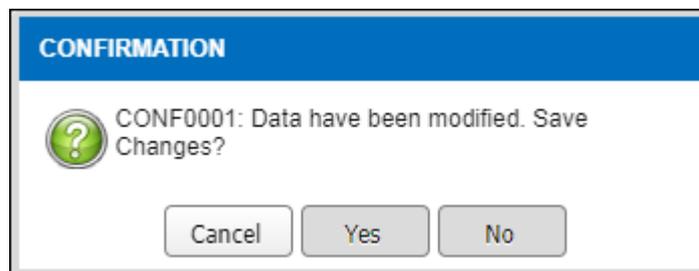
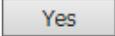
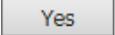


Figure 3.9.2-4 Confirmation Message

- Click on the  button to save the edited record
- Information Message will display after click on the  button as Figure 3.9.2-5

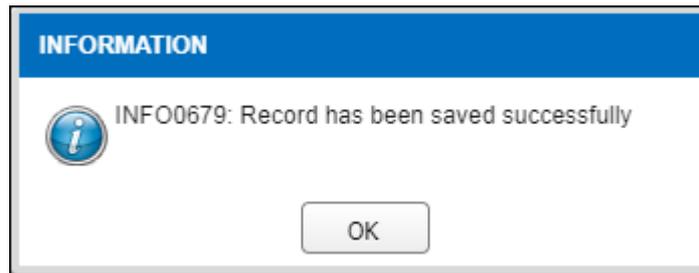


Figure 3.9.2-5 Information Message

- Click on the  button to confirmed the edited record

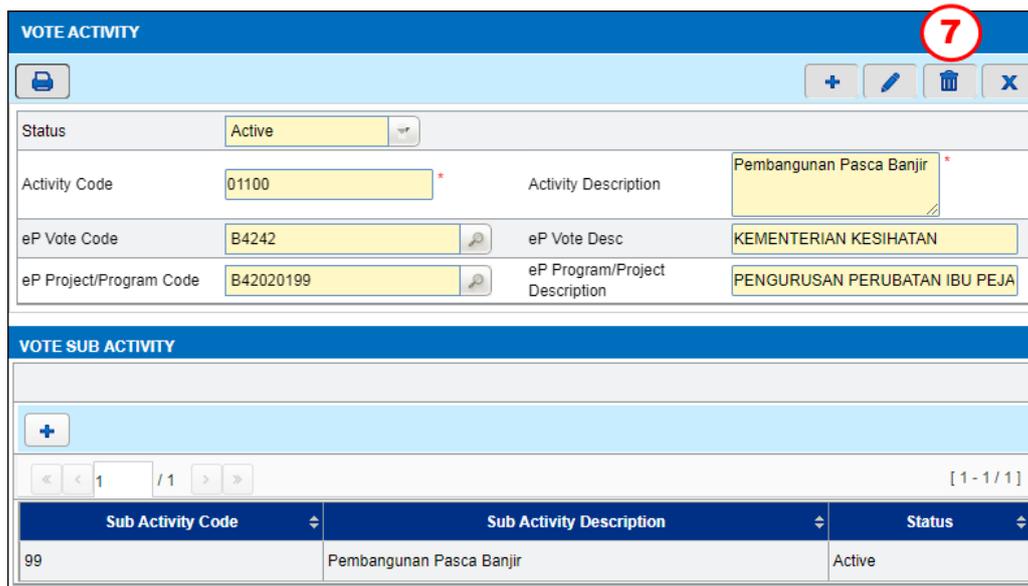
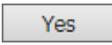


Figure 3.9.2-6 Vote Activity

STEP 7

Click on the  button to delete the record

Note

- System will display a Confirmation Message as Figure 3.9.2-7
- Click on the  button to delete the record

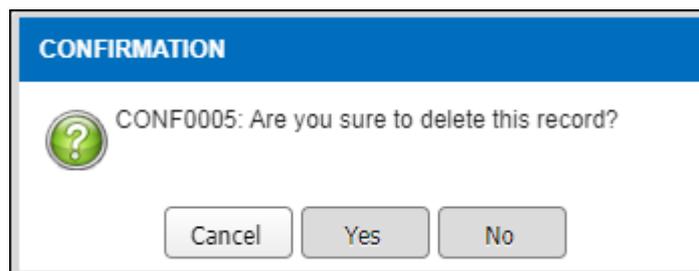


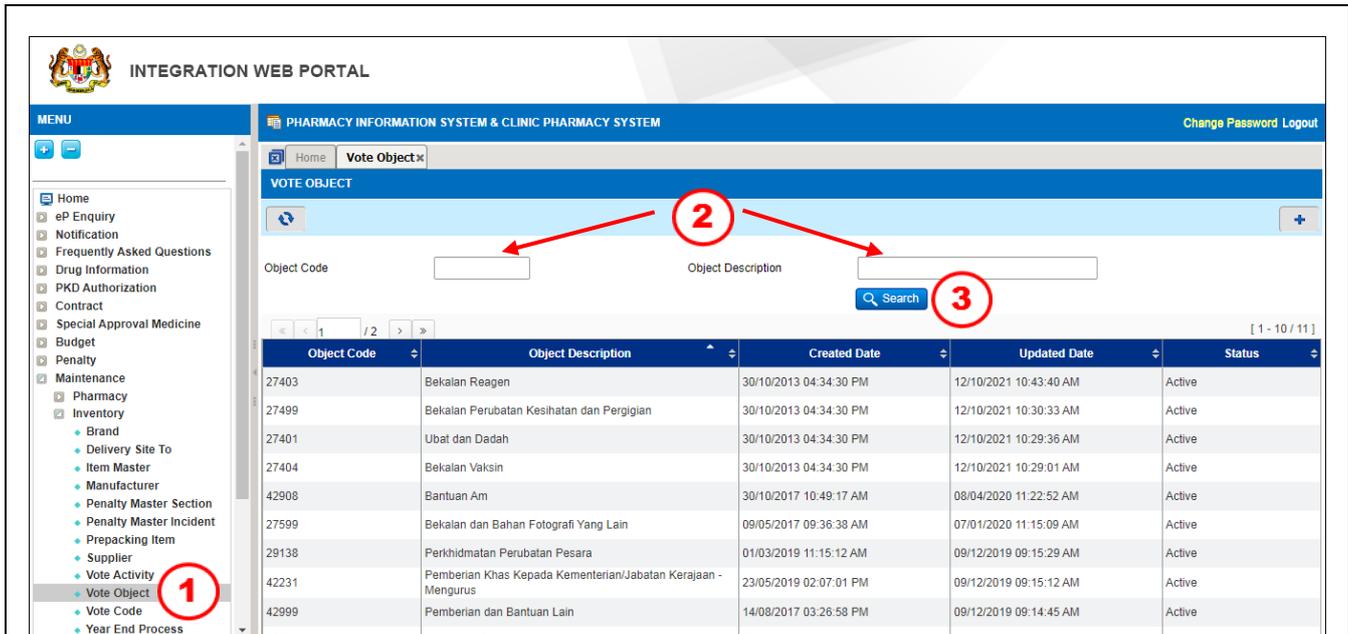
Figure 3.9.2-7 Confirmation Message

- The status of the record will be **Inactive**

3.10. Vote Object

3.10.1. Create New Vote Object

To create New Vote Object records, perform the steps below:



Object Code	Object Description	Created Date	Updated Date	Status
27403	Bekalan Reagen	30/10/2013 04:34:30 PM	12/10/2021 10:43:40 AM	Active
27499	Bekalan Perubatan Kesihatan dan Pergigian	30/10/2013 04:34:30 PM	12/10/2021 10:30:33 AM	Active
27401	Ubat dan Dadah	30/10/2013 04:34:30 PM	12/10/2021 10:29:36 AM	Active
27404	Bekalan Vaksin	30/10/2013 04:34:30 PM	12/10/2021 10:29:01 AM	Active
42908	Bantuan Am	30/10/2017 10:49:17 AM	08/04/2020 11:22:52 AM	Active
27599	Bekalan dan Bahan Fotografi Yang Lain	09/05/2017 09:36:38 AM	07/01/2020 11:15:09 AM	Active
29138	Perkhidmatan Perubatan Pesara	01/03/2019 11:15:12 AM	09/12/2019 09:15:29 AM	Active
42231	Pemberian Khas Kepada Kementerian/Jabatan Kerajaan - Mengurus	23/05/2019 02:07:01 PM	09/12/2019 09:15:12 AM	Active
42999	Pemberian dan Bantuan Lain	14/08/2017 03:26:58 PM	09/12/2019 09:14:45 AM	Active

Figure 3.10.1-1 Vote Object Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Vote Object'

STEP 2

Search existing record by entering **Object Code** and/or **Object Description**

STEP 3

Click on the  button and system will display the related record

Note

User is allow to view the information by click on the related record and information will be displayed as Figure 3.10.1-2

VOTE OBJECT

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Object Code	27401 *
Status	Active
Object Description	Ubat dan Dadah *
Item Group	DRUG *
Use by Others	<input checked="" type="radio"/> Yes <input type="radio"/> No

EP GL ACCOUNT LIST

eP GL Account

+ Add

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>
[1 - 2 / 2]

eP GL Account Code	eP GL Account Description	eP GL Account Status	Updated Date	Status
B0227401	UBAT DAN DADAH	Active	08/01/2018	Active
B0627401	UBAT DAN DADAH	Active	08/01/2018	Active

Figure 3.10.1-2 Vote Object

Note



Click on the button to close the screen

INTEGRATION WEB PORTAL

MENU

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

- Home
- eP Enquiry
- Notification
- Frequently Asked Questions
- Drug Information
- PKD Authorization
- Contract
- Special Approval Medicine
- Budget
- Penalty
- Maintenance
 - Pharmacy
 - Inventory
 - Brand
 - Delivery Site To
 - Item Master
 - Manufacturer
 - Penalty Master Section
 - Penalty Master Incident
 - Prepacking Item
 - Supplier
 - Vote Activity
 - Vote Object
 - Vote Code
 - Year End Process

VOTE OBJECT

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Object Code

Object Description

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[1 - 10 / 11]

Object Code	Object Description	Created Date	Updated Date	Status
27403	Bekalan Reagen	30/10/2013 04:34:30 PM	12/10/2021 10:43:40 AM	Active
27499	Bekalan Perubatan Kesihatan dan Pergigian	30/10/2013 04:34:30 PM	12/10/2021 10:30:33 AM	Active
27401	Ubat dan Dadah	30/10/2013 04:34:30 PM	12/10/2021 10:29:36 AM	Active
27404	Bekalan Vaksin	30/10/2013 04:34:30 PM	12/10/2021 10:29:01 AM	Active
42908	Bantuan Am	30/10/2017 10:49:17 AM	08/04/2020 11:22:52 AM	Active
27599	Bekalan dan Bahan Fotografi Yang Lain	09/05/2017 09:36:38 AM	07/01/2020 11:15:09 AM	Active
29138	Perkhidmatan Perubatan Pesara	01/03/2019 11:15:12 AM	09/12/2019 09:15:29 AM	Active
42231	Pemberian Khas Kepada Kementerian/Jabatan Kerajaan - Mengurus	23/05/2019 02:07:01 PM	09/12/2019 09:15:12 AM	Active
42299	Pemberian dan Bantuan Lain	14/08/2017 03:26:58 PM	09/12/2019 09:14:45 AM	Active

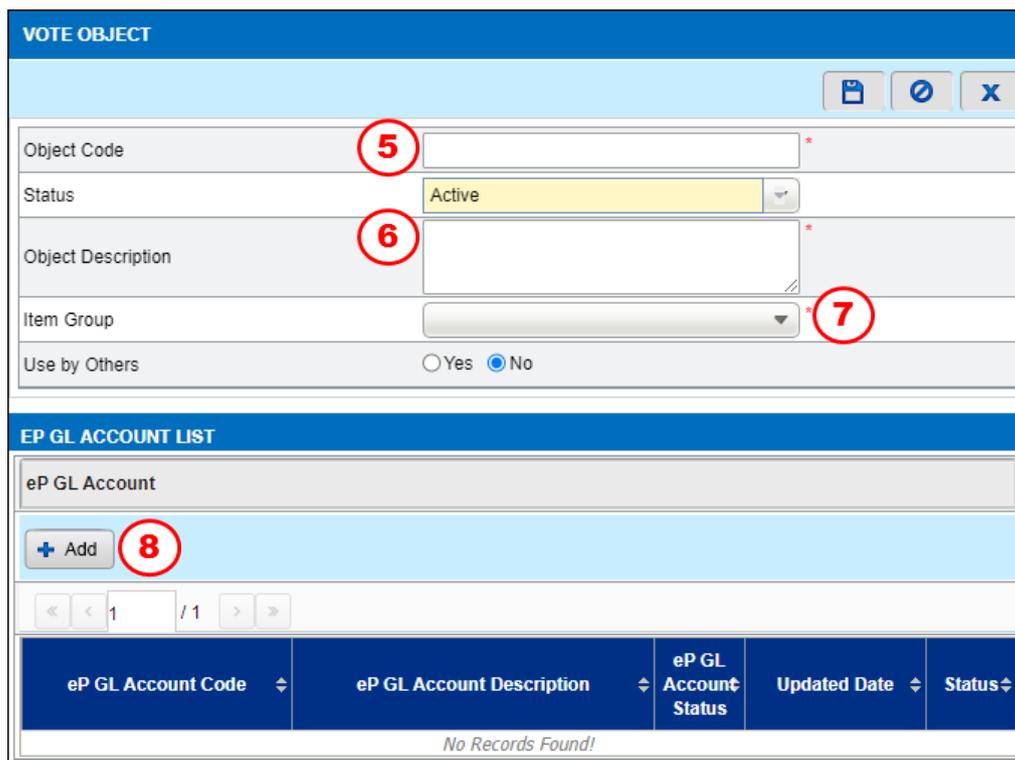
Figure 3.10.1-3 Vote Object Listing Page

STEP 4

Click on the button to create a new record and Vote Object screen will be displayed as Figure 3.10.1-4

HQ_U.MANUAL_IWP_MAINTENANCE_INVENTORY-13th E

Page 70



VOTE OBJECT

Object Code **5** *

Status Active

Object Description **6** *

Item Group **7** *

Use by Others Yes No

EP GL ACCOUNT LIST

eP GL Account

+ Add **8**

< < 1 / 1 > >

eP GL Account Code	eP GL Account Description	eP GL Account Status	Updated Date	Status
No Records Found!				

Figure 3.10.1-4 Vote Object

STEP 5

Enter **Object Code**

STEP 6

Enter **Object Description**

STEP 7

Select **Item Group** from drop down box:

- **DRUG**
- **NON-DRUG**

STEP 8

Click on  button to add eP GL Account

Note

- Once click on add button list of eP GL Account will be shown in Figure 3.10.1-5

eP GL Account Code	eP GL Account Description
B0442231	PEMBERIAN KHAS KEPADA KEMENTERIAN/JABATAN KERAJAAN-MENGURUS
B0229138	PERKHIDMATAN PERUBATAN PESARA
B0227599	BEKALAN DAN BAHAN FOTOGRAFI YANG LAIN
B0227501	BEKALAN DAN BAHAN UNTUK FILEM FOTOGRAFI, 'PLATES', X-RAY, FILEM MIKRO DAN ALAT-ALAT TAYANGAN GAMBAR YANG LAIN
B0627501	BEKALAN DAN BAHAN UNTUK FILEM FOTOGRAFI, PLATES, X-RAY, FILEM MIKRO DAN ALAT TAYANGAN GAMBAR YANG LAIN
B0442999	PEMBERIAN DAN BANTUAN LAIN
B0442908	BANTUAN AM
B0627401	UBAT DAN DADAH
B0627404	BEKALAN VAKSIN

Figure 3.10.1-5 eP GL Account

- User able to add more than 1 eP GL Account can be added to the vote object.
- Only active eP GL Account will be allowed to be added.
- Once selected eP GL Account, record will be update as Figure 3.10.1-6

VOTE OBJECT

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Object Code	274011 *
Status	Active
Object Description	Bekalan dan Bantuan Lain *
Item Group	DRUG *
Use by Others	<input type="radio"/> Yes <input checked="" type="radio"/> No

EP GL ACCOUNT LIST

eP GL Account

+ Add

[1 - 1 / 1]

eP GL Account Code	eP GL Account Description	eP GL Account Status	Updated Date	Status
B0442908	BANTUAN AM	Active	08/01/2018	Active

Figure 3.10.1-6 Vote Object

- For the added eP GL Account code under the vote object, user will be allowed to change the status by double-clicking at the eP GL account record as shown in Figure 3.10.1-7

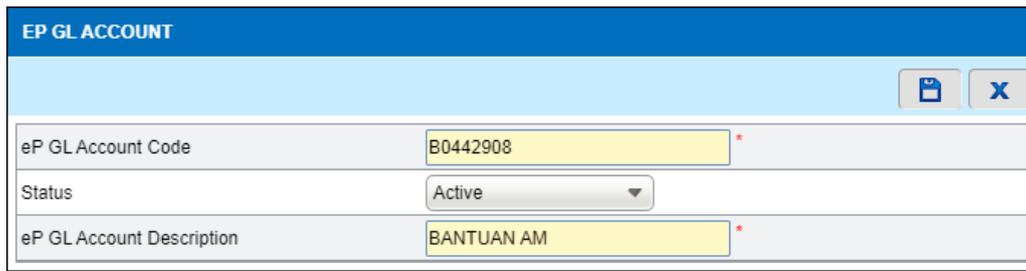


Figure 3.10.1-7 eP GL Account

- *Status can be changed to 'Inactive' and 'Active'. For eP GL Account which has the status 'Inactive', it will not display at the facility under the same vote object.*

STEP 9

Click on the  button to save the record

Note

- *System will display a Confirmation Message as Figure 3.10.1-8*

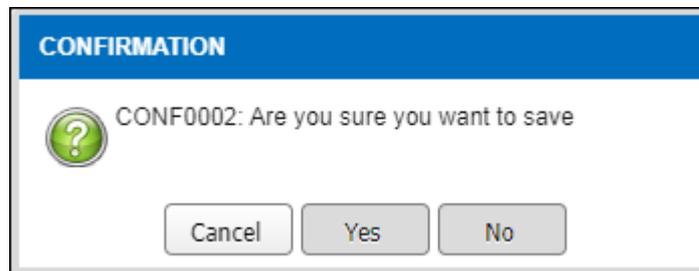
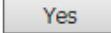
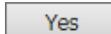


Figure 3.10.1-8 Confirmation Message

- *Click on the  button to save the record*
- *Information Message will display after click on the  button as Figure 3.6.1-9*

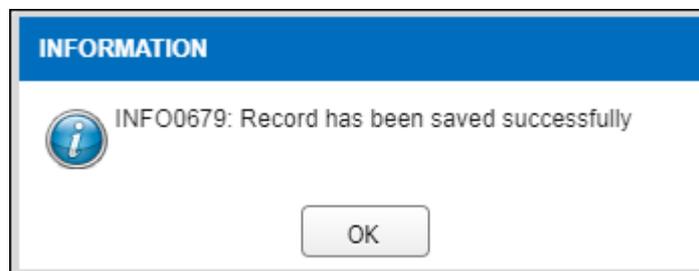
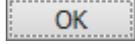
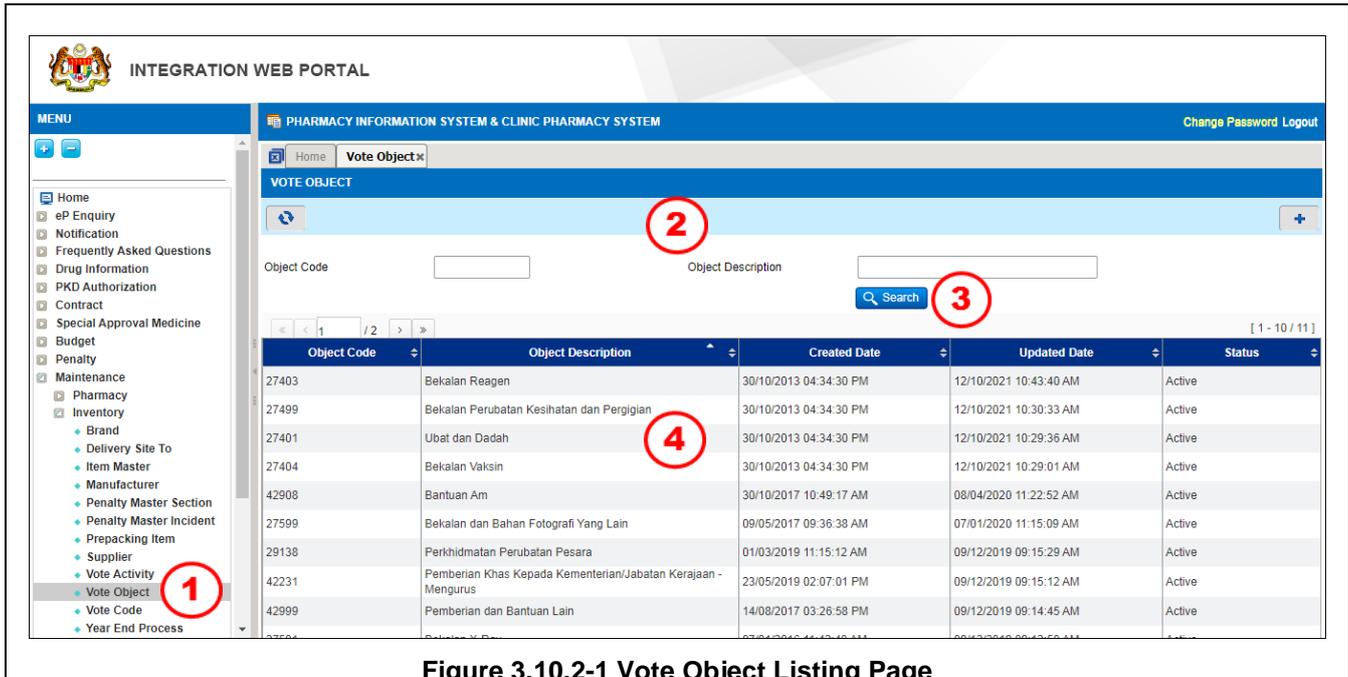


Figure 3.10.1-9 Information Message

- *Click on the  button to confirmed the record*

3.10.2. Modify Vote Object

To Modify Vote Object records, perform the steps below:



INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home Vote Object

VOTE OBJECT

Object Code Object Description

Search

[1 - 10 / 11]

Object Code	Object Description	Created Date	Updated Date	Status
27403	Bekalan Reagen	30/10/2013 04:34:30 PM	12/10/2021 10:43:40 AM	Active
27499	Bekalan Perubahan Kesihatan dan Pergiagan	30/10/2013 04:34:30 PM	12/10/2021 10:30:33 AM	Active
27401	Ubat dan Dadah	30/10/2013 04:34:30 PM	12/10/2021 10:29:36 AM	Active
27404	Bekalan Vaksin	30/10/2013 04:34:30 PM	12/10/2021 10:29:01 AM	Active
42908	Bantuan Am	30/10/2017 10:49:17 AM	08/04/2020 11:22:52 AM	Active
27599	Bekalan dan Bahan Fotografi Yang Lain	09/05/2017 09:36:38 AM	07/01/2020 11:15:09 AM	Active
29138	Perkhidmatan Perubatan Pesara	01/03/2019 11:15:12 AM	09/12/2019 09:15:29 AM	Active
42231	Pemberian Khas Kepada Kementerian/Jabatan Kerajaan - Mengurus	23/05/2019 02:07:01 PM	09/12/2019 09:15:12 AM	Active
42999	Pemberian dan Bantuan Lain	14/08/2017 03:26:58 PM	09/12/2019 09:14:45 AM	Active

Figure 3.10.2-1 Vote Object Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Vote Object'

STEP 2

Search existing record by entering **Object Code** and/or **Object Description**

STEP 3

Click on the  button and system will display the related record

STEP 4

Click on the selected record

VOTE OBJECT 5

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Object Code	27401 *
Status	Active
Object Description	Ubat dan Dadah *
Item Group	DRUG *
Use by Others	<input checked="" type="radio"/> Yes <input type="radio"/> No

EP GL ACCOUNT LIST

eP GL Account

+ Add

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>>
[1 - 2 / 2]

eP GL Account Code	eP GL Account Description	eP GL Account Status	Updated Date	Status
B0227401	UBAT DAN DADAH	Active	08/01/2018	Active
B0627401	UBAT DAN DADAH	Active	08/01/2018	Active

Figure 3.10.2-2 Vote Object

STEP 5

Click on the  button to edit the record

VOTE OBJECT 6

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Object Code	27401 *
Status	Active
Object Description	Ubat dan Dadah *
Item Group	DRUG *
Use by Others	<input checked="" type="radio"/> Yes <input type="radio"/> No

EP GL ACCOUNT LIST

eP GL Account

+ Add

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>>
[1 - 2 / 2]

eP GL Account Code	eP GL Account Description	eP GL Account Status	Updated Date	Status
B0227401	UBAT DAN DADAH	Active	08/01/2018	Active
B0627401	UBAT DAN DADAH	Active	08/01/2018	Active

Figure 3.10.2-3 Vote Object

Note

User is allow to edit:

- **Status**
- **Object Description**
- **Item Group**
- **Use by Others**
- **Add/edit eP GL Account List**

STEP 6

Click on the  button to save the edited record

Note

- System will display a Confirmation Message as Figure 3.10.2-4

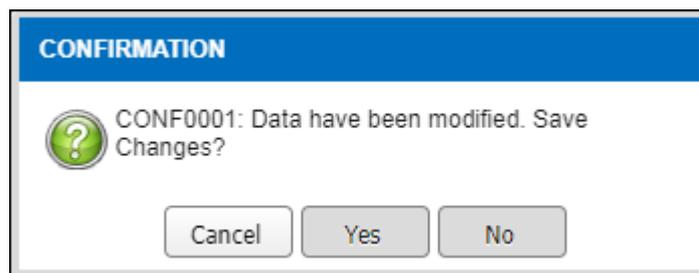
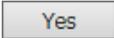
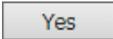


Figure 3.10.2-4 Confirmation Message

- Click on the  button to save the edited record
- Information Message will display after click on the  button as Figure 3.10.2-5

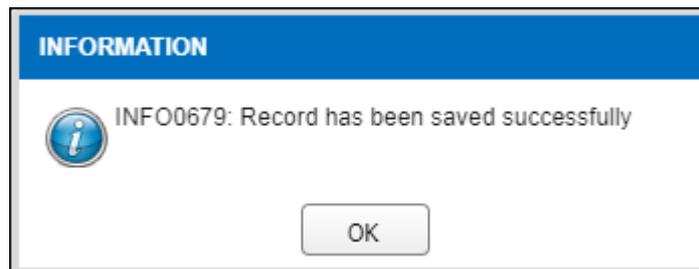


Figure 3.10.2-5 Information Message

Click on the  button to confirmed the edited record

VOTE OBJECT 7

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Object Code	27401 *
Status	Active
Object Description	Ubat dan Dadah *
Item Group	DRUG *
Use by Others	<input checked="" type="radio"/> Yes <input type="radio"/> No

EP GL ACCOUNT LIST

+ Add

<< < 1 / 1 > >>
[1 - 2 / 2]

eP GL Account Code	eP GL Account Description	eP GL Account Status	Updated Date	Status
B0227401	UBAT DAN DADAH	Active	08/01/2018	Active
B0627401	UBAT DAN DADAH	Active	08/01/2018	Active

Figure 3.10.2-6 Vote Object

STEP 7

Click on the  button to delete the record

Note

- System will display a Confirmation Message as Figure 3.10.2-7

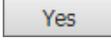
CONFIRMATION



CONF0005: Are you sure to delete this record?

Cancel
Yes
No

Figure 3.10.2-7 Confirmation Message

- Click on the  button to delete the record
- The status of the record will be **Inactive**

3.11. Vote Code

3.11.1. View Vote Code

To view Vote Code records, perform the steps below:

PKD/Clinic Name	Vote Code	Vote Name	Status	Ministry/Department
Pejabat Kesihatan Daerah Kunak	144901/990100/27403/99	REAGEN (KONSESI)	Active	KEMENTERIAN KESIHATAN
Klinik Kesihatan Kuala Pilah	072101/030300/27401/02	MENTAL BUDGET	Active	KEMENTERIAN KESIHATAN
Klinik Kesihatan Sandakan	142101/000000/27401/99	KWAN HAND SANITIZER	Inactive	KEMENTERIAN KEWANGAN
Klinik Kesihatan Sandakan	142101/000000/27401/99	KWAN HAND SANITIZER	Active	KEMENTERIAN KEWANGAN
Klinik Kesihatan Penampang	144601/030300/27401/02	OSCA	Active	KEMENTERIAN KESIHATAN
Klinik Kesihatan Port Dickson	072401/030300/27401/02	NCD UBAT MENTAL	Active	KEMENTERIAN KESIHATAN
Pejabat Kesihatan Daerah Perak Tengah	052301/030300/27499/04	PERUNTUKAN HIV CONSUMABLE	Active	KEMENTERIAN KESIHATAN
Klinik Kesihatan Bukit Payong	121201/030300/27401/02	PEROLEHAN UBAT BAWAH PROGRAM KESIHATAN MENTAL	Active	KEMENTERIAN KESIHATAN

Figure 3.11.1-1 Vote Code Listing Page

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Vote Code'

STEP 2

Search existing record by entering:

- **PKD/Clinic Name**
- **Vote Code**
- **Vote Name**

STEP 3

Click on the button and system will display the related record

Note

User is allow to view the information by click on the related record and information will be displayed as Figure 3.11.1-2

Vote Code	052201/011024/27401/99	Vote Name	Reclass 2021 - ubat APPL *
PTJ Code	052201 / Pejabat Kesihatan Daerah *	Clinic Code/Name	Klinik Kesihatan Greentown *
Ministry/Department	P4242 - KEMENTERIAN KESIH *	Status	Active
Activity Code	011024 *	Activity Description	PPP / PFI (RECLASS 2021) - KONS
Object Code	27401 *	Object Description	Ubat dan Dadah
Sub Activity Code	99 *	Sub Activity Description	PPP / PFI (RECLASS 2021) - KONS
Carry Forward Vote	<input type="radio"/> Yes <input checked="" type="radio"/> No		

Figure 3.11.1-2 Maintenance – Vote Code

STEP 4

Click on  button to edit the vote code

MAINTAINANCE - VOTE CODE			
Vote Code	052201/011024/27401/99	Vote Name	Reclass 2021 - ubat APPL *
PTJ Code	052201 / Pejabat Kesihatan Daerah *	Clinic Code/Name	Klinik Kesihatan Greentown *
Ministry/Department	P4242 - KEMENTERIAN KESIH *	Status	Active
Activity Code	011024 *	Activity Description	PPP / PFI (RECLASS 2021) - KONS
Object Code	27401 *	Object Description	Ubat dan Dadah
Sub Activity Code	99 *	Sub Activity Description	PPP / PFI (RECLASS 2021) - KONS
Carry Forward Vote	<input type="radio"/> Yes <input checked="" type="radio"/> No		

Figure 3.11.1-3 Maintenance – Vote Code

Note

- User is allow to edit:
 - **Vote Name**
 - **Status**
 - **Carry Forward Vote**
- Carry forward Vote' flag has been added. Default will be 'No' at the flag.
- Once user changes the flag to 'Yes' balance amount, liability amount and pending amount will be carried to next year after YEP has been run

Note

Click on the  button to close the screen

3.12. Year End Process

3.12.1. Schedule Year End Process

To schedule Year End Process, perform the steps below:

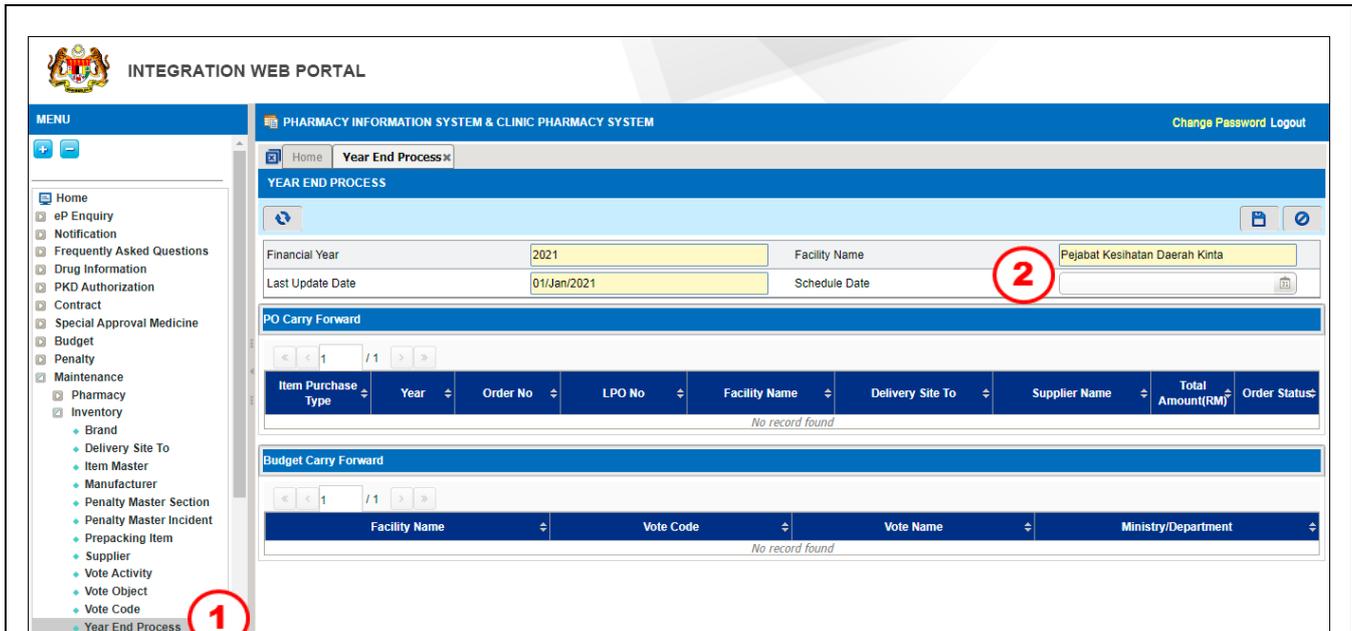


Figure 3.12.1-1 Year End Process

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Year End Process'

STEP 2

Click on the **Schedule Date** 

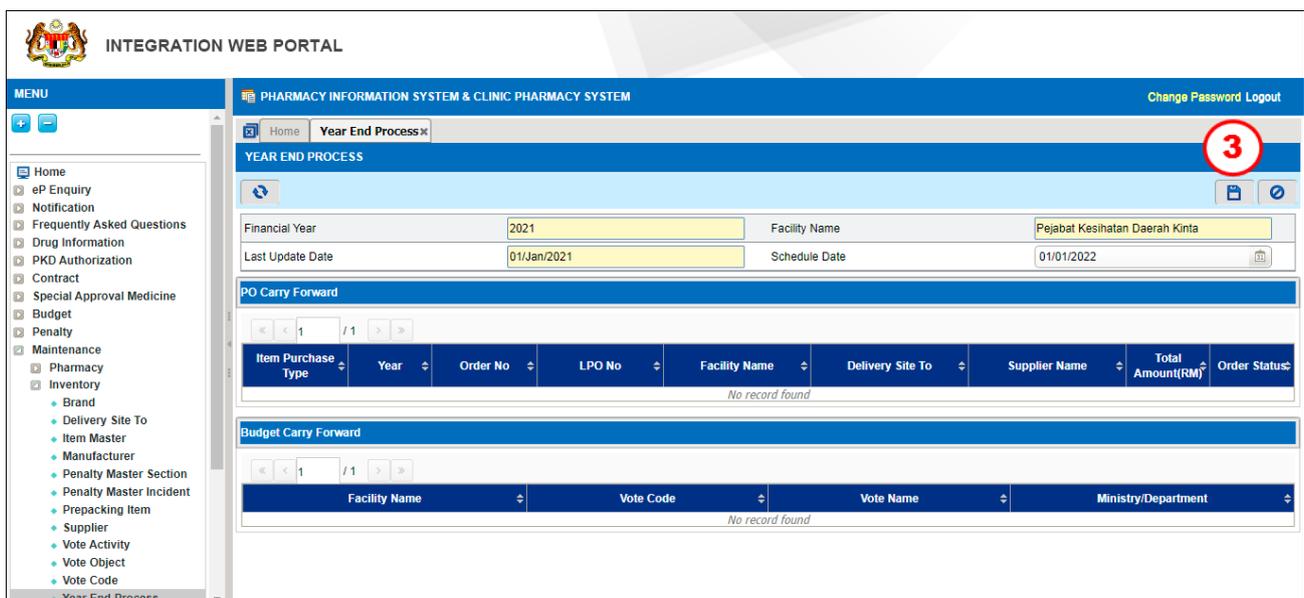


Figure 3.12.1-2 Year End Process

STEP 3

Click on  button to save the transaction



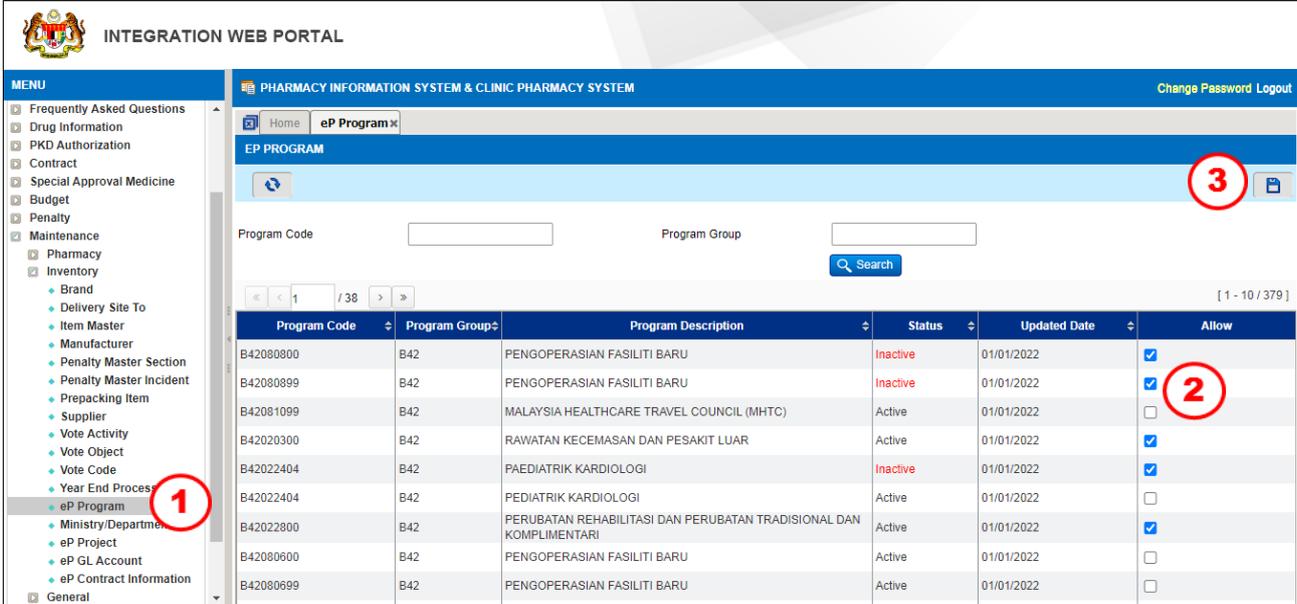
Note

A list of vote codes that have 'Carry Forward Vote' flag as 'Yes' will be displayed before user proceed to run YEP (this list will display vote code for user to view only)

3.13. eP Program

3.13.1. Select eP Program

To select eP Program, perform the steps below:



The screenshot shows the 'INTEGRATION WEB PORTAL' interface. The left sidebar menu has 'eP Program' highlighted with a red circle (1). The main content area shows the 'EP PROGRAM' section with a search bar and a table of programs. The table has columns for Program Code, Program Group, Program Description, Status, Updated Date, and Allow. The 'Allow' column contains checkboxes, with one checked and another circled in red (2). A save button (floppy disk icon) is circled in red (3).

Program Code	Program Group	Program Description	Status	Updated Date	Allow
B42080800	B42	PENGOPERASIAN FASILITI BARU	Inactive	01/01/2022	<input checked="" type="checkbox"/>
B42080899	B42	PENGOPERASIAN FASILITI BARU	Inactive	01/01/2022	<input checked="" type="checkbox"/>
B42081099	B42	MALAYSIA HEALTHCARE TRAVEL COUNCIL (MHTC)	Active	01/01/2022	<input type="checkbox"/>
B42020300	B42	RAWATAN KECEMASAN DAN PESAKIT LUAR	Active	01/01/2022	<input checked="" type="checkbox"/>
B42022404	B42	PAEDIATRIK KARDIOLOGI	Inactive	01/01/2022	<input checked="" type="checkbox"/>
B42022404	B42	PEDIATRIK KARDIOLOGI	Active	01/01/2022	<input type="checkbox"/>
B42022800	B42	PERUBATAN REHABILITASI DAN PERUBATAN TRADISIONAL DAN KOMPLEMENTARI	Active	01/01/2022	<input checked="" type="checkbox"/>
B42080600	B42	PENGOPERASIAN FASILITI BARU	Active	01/01/2022	<input type="checkbox"/>
B42080699	B42	PENGOPERASIAN FASILITI BARU	Active	01/01/2022	<input type="checkbox"/>

Figure 3.13.1-1 eP Program

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'eP Program'

STEP 2

Click on the **Checkbox** to allow specific program code

STEP 3

Click  button to save changes

3.14. Ministry/Department

3.14.1. Select Ministry/Department

To select Ministry/department, perform the steps below:

INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home Ministry/Department

MINISTRY/DEPARTMENT

Ministry / Dept Code Ministry / Dept Group

Search

[1 - 8 / 8]

Ministry / Dept Code	Ministry / Dept Group	Ministry / Dept Description	Status	Updated Date	eP Allow
P4242	P42	KEMENTERIAN KESIHATAN	Inactive	21/10/2021	<input type="checkbox"/>
B4242	B42	KEMENTERIAN KESIHATAN	Inactive	21/10/2021	<input type="checkbox"/>
B1111	B11	KEMENTERIAN KEWANGAN	Active	21/09/2021	<input type="checkbox"/>
P4242	P42	KEMENTERIAN KESIHATAN	Active	17/08/2021	<input type="checkbox"/>
S4242	S42	KEMENTERIAN KESIHATAN	Active	03/08/2021	<input checked="" type="checkbox"/>
E701	B7	KEMENTERIAN KEWANGAN	Active	05/07/2021	<input type="checkbox"/>
P9942	P99	KEMENTERIAN KEWANGAN	Active	05/07/2021	<input type="checkbox"/>
B4242	B42	KEMENTERIAN KESIHATAN	Active	08/01/2018	<input checked="" type="checkbox"/>

Figure 3.14.1-1 Ministry/Department

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'Ministry/Department'

STEP 2

Click button to create new Ministry/Department

MINISTRY / DEPARTMENT

Ministry / Department Code *

Status *

Ministry / Department Description *

Department Group *

eP Allow Yes No

Default

Figure 3.14.1-2 Create New Ministry/Department

Note

Fill in **Ministry code, Description, Department Group, eP Allow** radio button and set to default checkbox

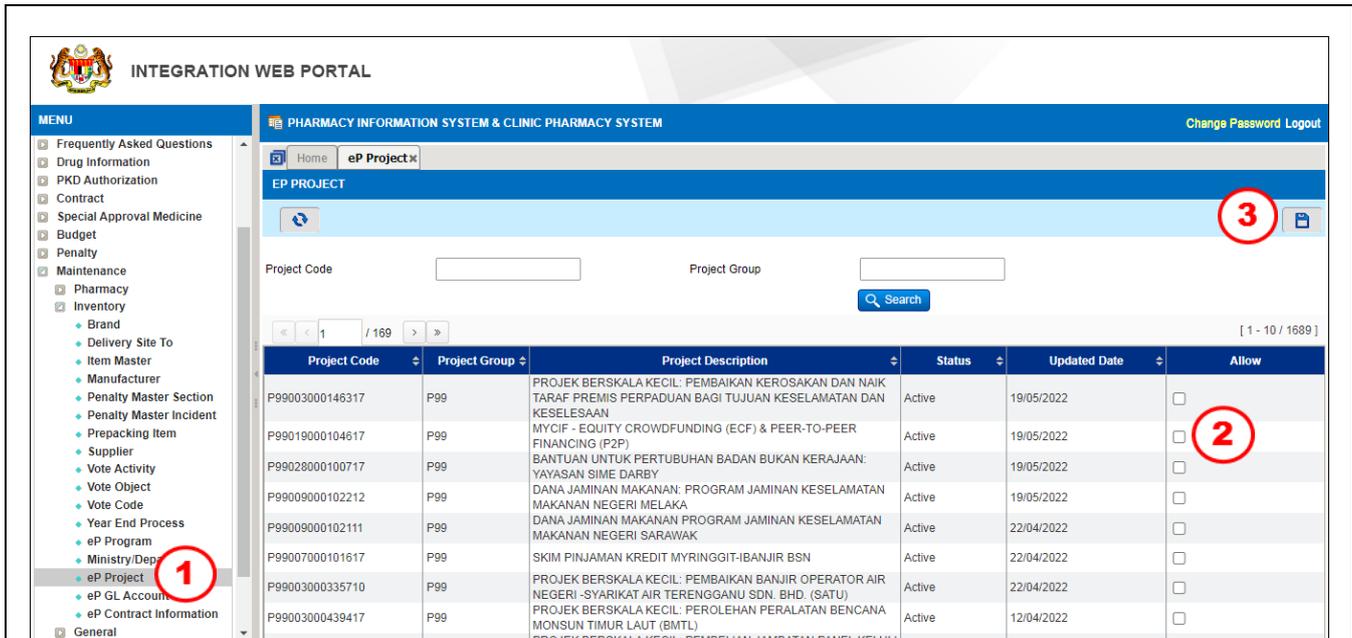
STEP 3

Click button to save new Ministry/Department

3.15. eP Project

3.15.1. Select eP Project

To select eP Project, perform the steps below:



INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home eP Project x

EP PROJECT

Project Code Project Group

[1 - 10 / 1689]

Project Code	Project Group	Project Description	Status	Updated Date	Allow
P99003000146317	P99	PROJEK BERSKALA KECIL: PEMBAIKAN KEROSAKAN DAN NAIK TARAF PREMIS PERPADUAN BAGI TUJUAN KESELAMATAN DAN KESELESAAN	Active	19/05/2022	<input type="checkbox"/>
P99019000104617	P99	MYCIF - EQUITY CROWDFUNDING (ECF) & PEER-TO-PEER FINANCING (P2P)	Active	19/05/2022	<input type="checkbox"/>
P99028000100717	P99	BANTUAN UNTUK PERTUBUHAN BADAN BUKAN KERAJAAN: YAYASAN SIME DARBY	Active	19/05/2022	<input type="checkbox"/>
P99009000102212	P99	DANA JAMINAN MAKANAN: PROGRAM JAMINAN KESELAMATAN MAKANAN NEGERI MELAKA	Active	19/05/2022	<input type="checkbox"/>
P99009000102111	P99	DANA JAMINAN MAKANAN: PROGRAM JAMINAN KESELAMATAN MAKANAN NEGERI SARAWAK	Active	22/04/2022	<input type="checkbox"/>
P99007000101617	P99	SKIM PINJAMAN KREDIT MYRINGGIT-IBANJIR BSN	Active	22/04/2022	<input type="checkbox"/>
P99003000335710	P99	PROJEK BERSKALA KECIL: PEMBAIKAN BANJIR OPERATOR AIR NEGERI -SYARIKAT AIR TERENGGANU SDN. BHD. (SATU)	Active	22/04/2022	<input type="checkbox"/>
P99003000439417	P99	PROJEK BERSKALA KECIL: PEROLEHAN PERALATAN BENCANA MONSUN TIMUR LAUT (BMTL)	Active	12/04/2022	<input type="checkbox"/>

Figure 3.15.1-1 eP Project

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'eP Project'

STEP 2

Click on the **Checkbox** to allow specific project code

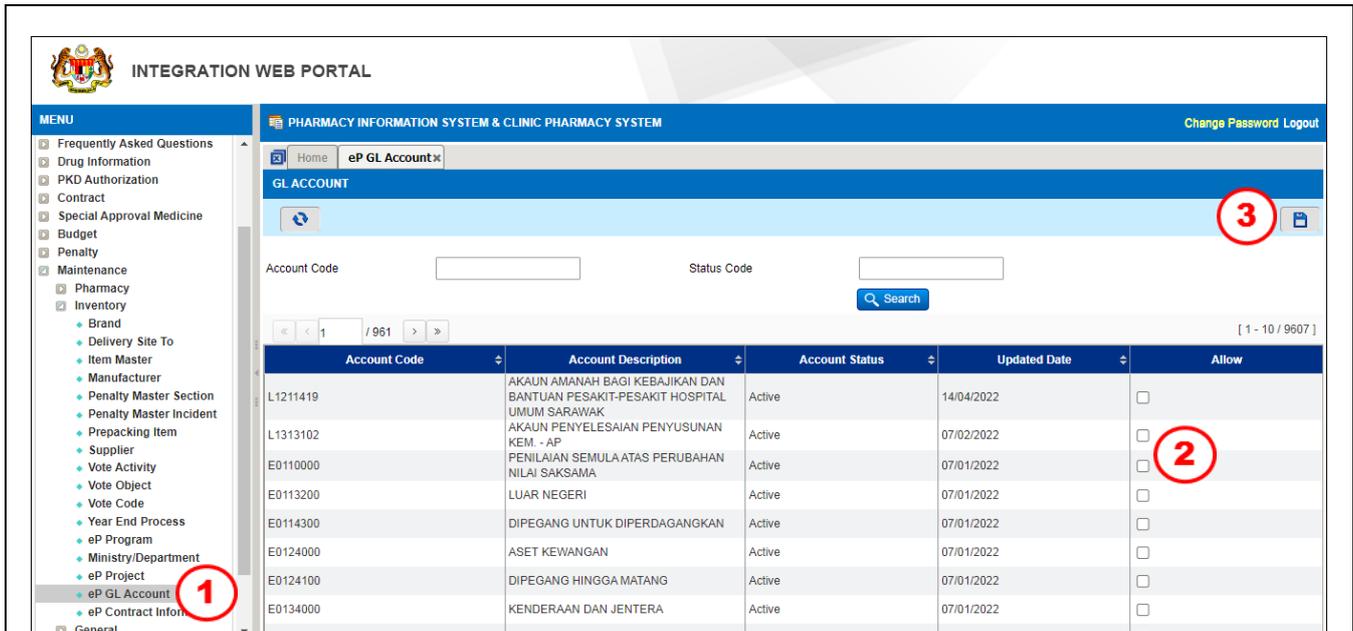
STEP 3

Click  button to save changes

3.16. eP GL Account

3.16.1. Select eP GL Account

To select eP GL Account, perform the steps below:



INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home eP GL Account

GL ACCOUNT

Account Code: [] Status Code: [] Search

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Account Code	Account Description	Account Status	Updated Date	Allow
L1211419	AKAUN AMANAH BAGI KEBAJIKAN DAN BANTUAN PESAKIT-PESAKIT HOSPITAL UMUM SARAWAK	Active	14/04/2022	<input type="checkbox"/>
L1313102	AKAUN PENYELESAIAN PENYUSUNAN KEM. - AP	Active	07/02/2022	<input type="checkbox"/>
E0110000	PENILAIAN SEMULA ATAS PERUBAHAN NILAI SAKSAMA	Active	07/01/2022	<input type="checkbox"/>
E0113200	LUAR NEGERI	Active	07/01/2022	<input type="checkbox"/>
E0114300	DIPEGANG UNTUK DIPERDAGANGKAN	Active	07/01/2022	<input type="checkbox"/>
E0124000	ASET KEWANGAN	Active	07/01/2022	<input type="checkbox"/>
E0124100	DIPEGANG HINGGA MATANG	Active	07/01/2022	<input type="checkbox"/>
E0134000	KENDERAAN DAN JENTERA	Active	07/01/2022	<input type="checkbox"/>
E0134400	PEMBAIKAN JENTERA	Active	07/01/2022	<input type="checkbox"/>

Figure 3.16.1-1 eP GL Account

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'eP GL Account'

STEP 2

Click on the **Checkbox** to allow specific account code

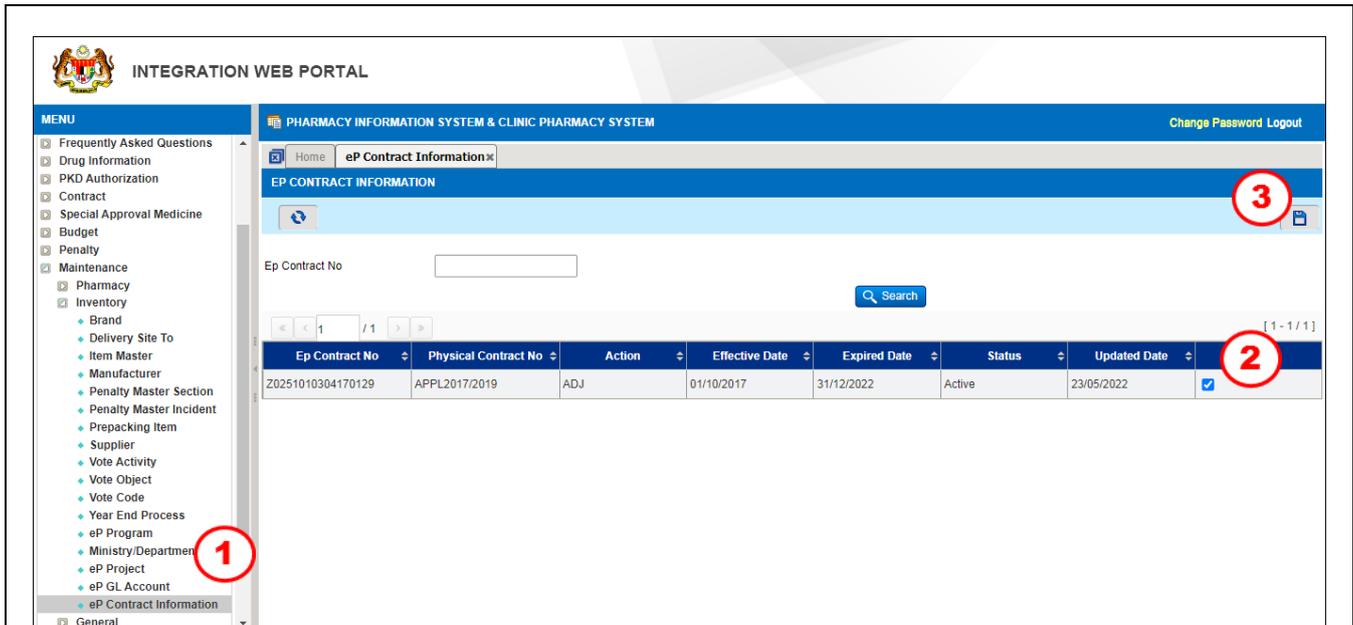
STEP 3

Click  button to save changes

3.17. eP Contract Information

3.17.1. Select eP Contract Information

To select eP Contract Information, perform the steps below:



INTEGRATION WEB PORTAL

PHARMACY INFORMATION SYSTEM & CLINIC PHARMACY SYSTEM

Change Password Logout

Home eP Contract Information

EP CONTRACT INFORMATION

Ep Contract No

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Ep Contract No	Physical Contract No	Action	Effective Date	Expired Date	Status	Updated Date	<input type="checkbox"/>
Z0251010304170129	APPL2017/2019	ADJ	01/10/2017	31/12/2022	Active	23/05/2022	<input checked="" type="checkbox"/>

Figure 3.17.1-1 eP Contract Information

STEP 1

Click on 'Maintenance' menu, followed by 'Inventory' and click on 'eP Contract Information'

STEP 2

Click on the **Checkbox** to allow specific account code

STEP 3

Click  button to save changes

4. Acronyms

Abbreviation	Definition
MOH	Ministry of Health
KKM	Kementerian Kesihatan Malaysia
PhIS	Pharmacy Information System
CPS	Clinical Pharmacy System
PKU	Packaging Keeping Unit
SKU	Store Keeping Unit
BPF	Bahagian Perkhidmatan Farmasi
NPRA	National Pharmaceutical Regulatory Agency

5. Link to IWP Modules

No	Module	PDF Links
1	<i>Notification</i>	Click Here
2	<i>Frequency Asked Question</i>	Click Here
3	<i>Drug Information</i>	Click Here
4	<i>Contract</i>	Click Here
5	<i>KPK Approval</i>	Click Here
6	<i>Maintenance – Pharmacy</i>	Click Here
7	<i>Maintenance – Inventory</i>	Click Here
8	<i>Maintenance – General</i>	Click Here
9	<i>Maintenance – HQ Security</i>	Click Here