KONSORTIUM proHAWK

PRINTER & SCANNER
Update and verify inventory by checking and ticking boxes below

PLANNED PREVENTIVE MAINTENANCE
HOSPITAL TUNKU AZIZAH

YEAR : 2021

Hostname : WI652B10196A

LOCATION
[ ] Level : 6
[ ] Department : Symbol LS2208
[ ] Room Name : L6-MR-011
[ ] Room ID : Symbol LS2208

DEVICE
[ ] Brand : symbol
[ ] Model : Symbol LS2208
[ ] Serial No : Z12H9N

NETWORK (*for printers only*)
[ ] Local : Yes
[ ] Network IP :
[ ] Port :

TAGGING
[ ] Device ID Tag :
    Need Replacement :   [ ] Yes [/] No

SCANNER CHECKLIST

[/] Barcode Scanner   [ ] Flatbed Scanner   [ ] Card Reader

1. Cleaning (Clean the dust and dirt by using spray cleaner and cloths)	
a. Wipe Glass	Yes
b. Scanning Trip	Yes
c. Automatic Document Feeder (ADF) Duplex	Yes
2. Check Cable Tidiness (Make sure the tidiness of cables)	Yes
3. Check LED Signal Functioning	Yes
4. Perform Device Test	Yes

E. REMARK

Mohamad Haziq Fitri : device ok

SERVICED BY	ACKNOWLEDGED BY	VERIFIED BY
Mohamad Haziq Fitri 26/04/2021 10:	Kamaliana 04/05/2021	Khairulnizam Mat Kasa 23/06/2021

NOTE: This PPM Form is computer generated and no signature is required