KONSORTIUM proHAWK

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

PLANNED PREVENTIVE MAINTENANCE
HOSPITAL TUANKU AZIZAH

YEAR : 2020

Hostname : WI101P20001A

LOCATION
[ ] Level : 1
[ ] Department : LaserJet Pro 400 M402dn
[ ] Room Name : L1-ED-003
[ ] Room ID : LaserJet Pro 400 M402dn

DEVICE
[ ] Brand :
[ ] Model : LaserJet Pro 400 M402dn
[ ] Serial No : PHCNF27124

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

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

PRINTER CHECKLIST

[ ] Laser Printer   [ ] Label Printer

1. Cleaning (Clean the dust and dirt of the printer by using spray cleaner and cloths)	Yes
2. Check Cable Tidiness (Make sure the tidiness of cables)	Yes
3. Check Functionality of the followings :-	Yes
a. Loading Paper Functioning	Yes
b. Roller Functioning	Yes
c. Ready LED Signal Functioning	Yes
5. Perform Test Print	Yes
6. Output Configuration Attach	Yes

E. REMARK

Admin : tets data
testuser : youxx
verifier_workstation :ok

SERVICED BY	ACKNOWLEDGED BY	VERIFIED BY
Admin 18/03/2021 12:	testuser 18/03/2021	verifier_workstation workstation 18/03/2021

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