KONSORTIUM proHAWK

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

PLANNED PREVENTIVE MAINTENANCE
HOSPITAL TUNKU AZIZAH

YEAR : 2021

Hostname : WI655P30490A

LOCATION
[ ] Level : 6
[ ] Department : Color LaserJet Pro M452dn
[ ] Room Name : L6-SOC-067
[ ] Room ID : Color LaserJet Pro M452dn

DEVICE
[ ] Brand :
[ ] Model : Color LaserJet Pro M452dn
[ ] Serial No : VNC3S05196

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

SERVICED BY	ACKNOWLEDGED BY	VERIFIED BY
Technical 22/06/2021 22:	test 22/06/2021	Khairulnizam Mat Kasa 22/06/2021

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