

## Preventative Maintenance (SERVER)

Job No:	8401L0067
System Description:	ISOSS SECURITY SYSTEM
Station Name:	LV6 Woodlands LV / 192.169.19.1
Customer:	LTA
Project No:	1534

ATTENDED BY Sasuke  
(WILLOWGLEN)

WITNESSED BY Sakura  
(CUSTOMER)

START DATE/TIME 03/11/2025 07:00

COMPLETION DATE/TIME 04/11/2025 08:00

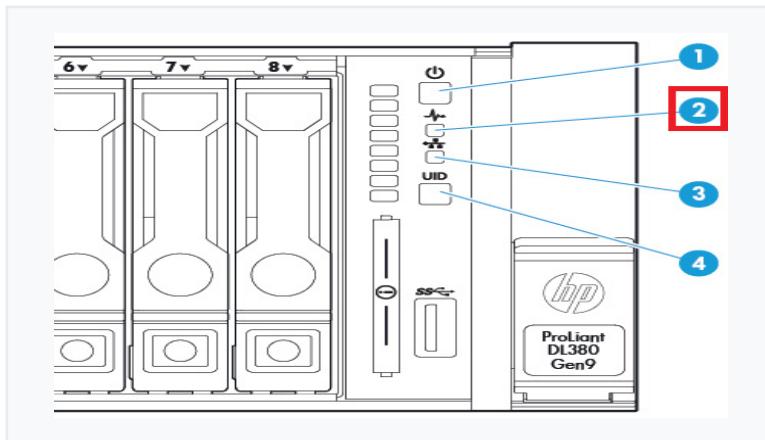
***Remark***

Sign Off Information for LTA SITE

## Server Health Check

### Check Instructions:

Check Server Front Panel LED Number 2, as shown below. Check LED 2 in solid green, which indicates the server is healthy.



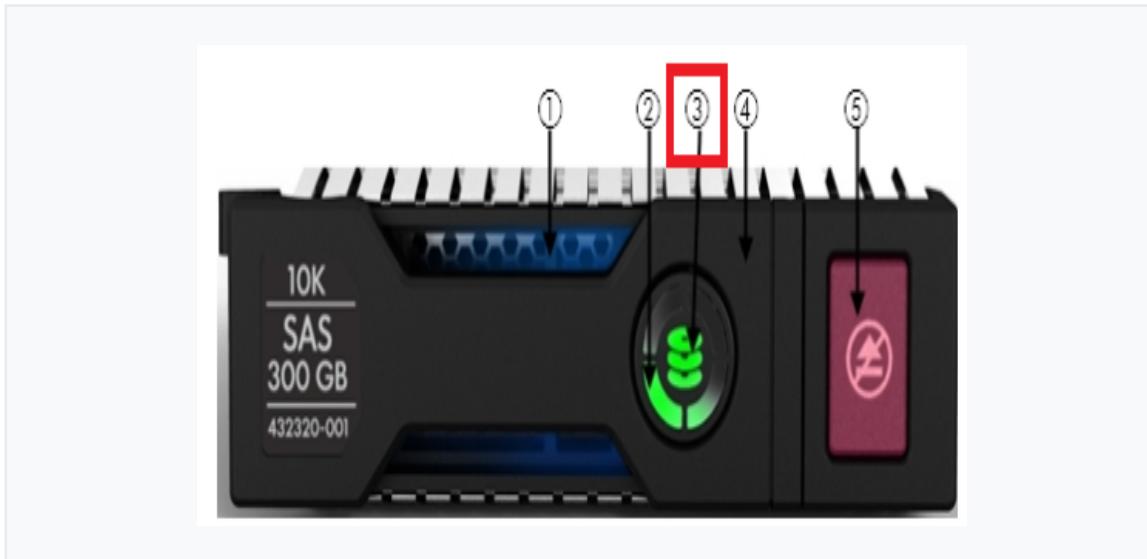
Server Name	Result Status
CR-ECID-IF-SVR00002	Fail
CR-ECID-IF-SVR00001	Pass
CR-ECID-IF-SVR00003	Pass

### Remarks

Server Health Check for LTA site (KCDE and ECID sites)

## Hard Drive Health Check

Check Hard Drive Health Status LED, LED in solid/blingking green, which indicates healthy.



Check if the LED is in solid/blingking green

Server Name	Result Status
CR-ECID-IF-SVR00002	Fail
CR-ECID-IF-SVR00001	Pass
CR-ECID-IF-SVR00003	Pass

### Remark

Hard Drive Health Check for LTA (KCDE and ECID sites)

## Disk Usage Check

### Using Computer Management

- From Control Panel -> Administration Tools -> Computer Management.
- Click on the Storage -> Disk Management. Check the status for all the hard disks.
- Remove old Windows event logs to meet the target disk usage limit.

\* Note: The HDSRS servers with SQL Server Database keep the historical data and daily/weekly/monthly backups. The disk space usage can be up to 90%, which is considered as normal.

### CR-ECID-IF-SVR0002: - Disk Capacity:

Disk	Status	Capacity	Free Space	Usage %	Check
AA	Healthy	2000	500	80	Fail

### CR-ECID-IF-SVR0003: - Disk Capacity:

Disk	Status	Capacity	Free Space	Usage %	Check
BB	Healthy	3000	2000	32	Pass

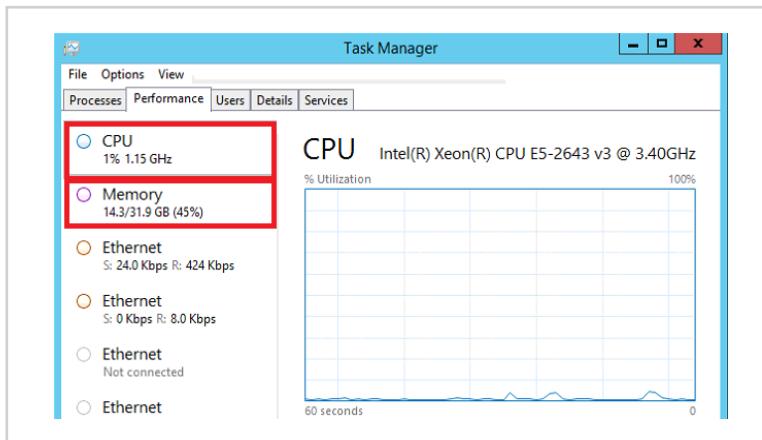
### Remark

Server Disk Usage Check for LTA (KCDE and ECID site)

## CPU and RAM Usage Check

### Using Task Manager, go to Performance Tab

- Right click on the task bar and select Task Manager.



### Memory Usage Check:

S/N	Machine Name	Memory Size	Memory In Use (%)	Memory In Use < 90%? Historical server < 90%?
1	CR-ECID-IF-SVR0002	64	78%	Fail
2	CR-ECID-IF-SVR0003	64	31%	Pass

### CPU Usage Check:

S/N	Machine Name	CPU Usage (%)	CPU Usage < 50%?
2	CR-ECID-IF-SVR0003	32%	Pass
1	CR-ECID-IF-SVR0002	11%	Pass

### Remarks



**Willowglen Services Pte Ltd**  
103 Defu Lane 10, #05-01 Singapore 539223  
Tel: (65) 6280 0437 Fax: (65) 6286 2002  
Company Registration No: 198602842C

Server CPU and RAM Usage Check for LTA (KCDE and ECID Sites)

## Network Health Check

### Ring Network Check.

Date Checked: 01/11/2025 00:00

#### Procedure:

Observe the ring and ring master LED on the network switch.

#### Result:

Ring and ring master LED should be green (stable).

No

If the answer is 'No', please use topology viewer (Oring software) to check if any switch in the ring has connectivity problem.

#### Remarks

Network Health Check for LTA (KCDE and ECID sites)

## Willowlynx Process Status Check

### Process Status

Login into Willowlynx and navigate to the "Server Status" page, as shown below.

The screenshot shows a web-based interface titled "PANDAN-WEST COAST SERVER STATUS". At the top, there is a legend defining abbreviations:

RTDB	- REAL TIME DATABASE
OPS	- OUT SCHEDULER TIMER
POLL DEVICE	- UPDATE RTDB SERVERS & NETWORK DEVICE STATUS
CALC ENGINE	- RUNTIME ENGINE FOR CALCULATION LOGIC
RS CLIENT	- INTERFACE BETWEEN MASTER AND SUBMASTER
IEC 60870-5-104	- INTERFACE BETWEEN SUBMASTER AND RTU
HTS	- HISTORIAN
HDSRS	- HISTORIAN SERVER

Below the legend is a table comparing "PANDAN SERVERS" and "WEST COAST SERVERS" across various services. The table has two columns: EC3 and Application. The rows include RTDB, OPS, POLL DEVICE, CALC ENGINE, RS CLIENT, IEC 104, HTS, and SQL Database. The status for most services is either ACTIVE or STANDBY, except for SCADA-1 which is listed under Application.

EC3	PANDAN SERVERS	WEST COAST SERVERS
Application	SCADA-1	SCADA-2
RTDB	ACTIVE	STANDBY
OPS	ACTIVE	STANDBY
POLL DEVICE	ACTIVE	STANDBY
CALC ENGINE	ACTIVE	STANDBY
RS CLIENT	ACTIVE	STANDBY
IEC 104	ACTIVE	STANDBY
HTS	ACTIVE	ACTIVE
SQL Database	NORMAL	NORMAL

At the bottom of the interface, there are two buttons: "OVERVIEW" (orange) and "SERVER STATUS" (blue).

### Result:

All process services should be online, either ACTIVE or STANDBY.

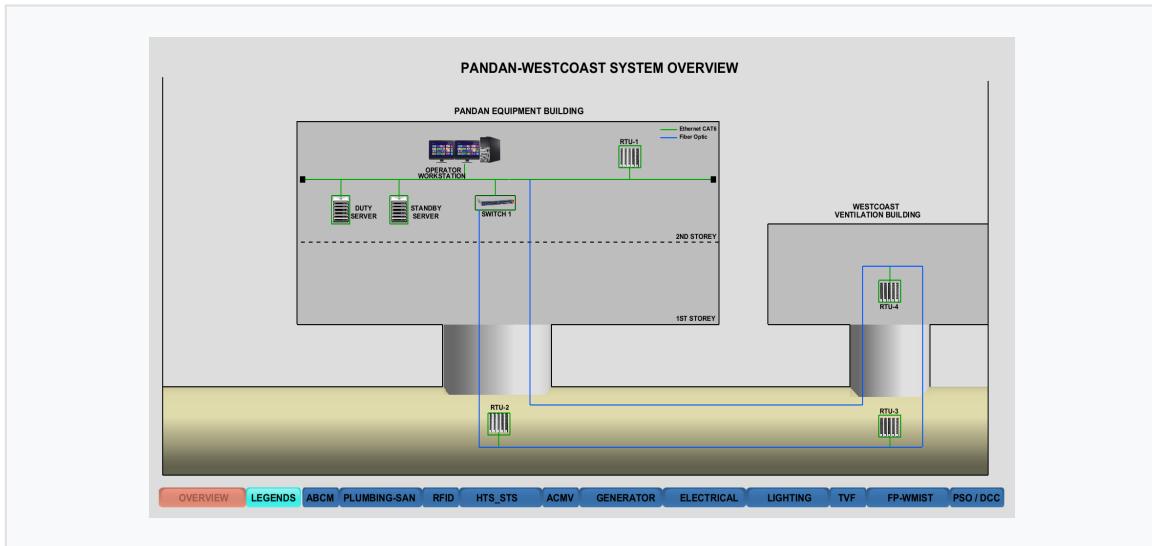
No

### Remarks

Willowlynx Process Status Check for LTA (KCDE and ECID sites)

## Willowlynx Network Status Check

Check the system overview page to ensure all servers, switches, and RTUs are green.



### Result:

All servers, switches, and RTU are green.

No

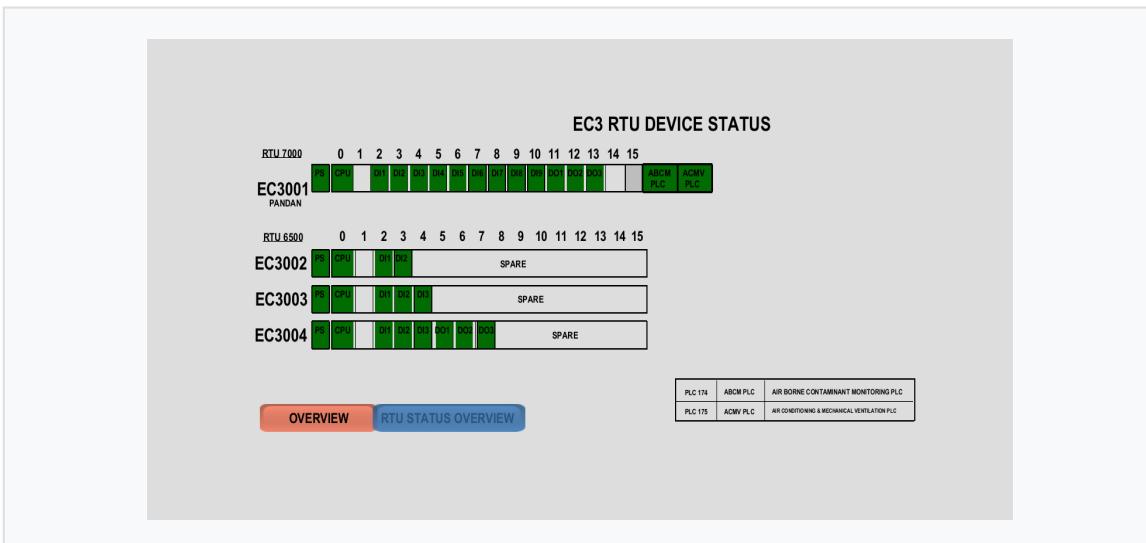
### Remarks

Willowlynx Network Status Check for LTA (KCDE and ECID sites)

## Willowlynx RTU Status Check

**Instructions:**

Check the RTU Device Status page. RTU status and PLC status shall be green.

**Result:**

RTU status and PLC status are green.

No

**Remarks**

Willowlynx RTU Status Check for LTA (KCDE and ECID sites)

## Willowlynx Historical Trend Check

**Instructions:**

Randomly select some analog measurement points, open the trend view, and confirm the trend displays without errors.

**Result:**

Trends can be displayed without issues.

No

**Remarks**

Willowlynx Historical Trend Check for LTA (KCDE and ECID sites)

## Willowlynx Historical Report Check

Click the CTHistReport icon on an HMI, open the Historical Report module, and ensure analog, digital, and alarm reports can be displayed.



### Result:

All reports can be displayed without issues.

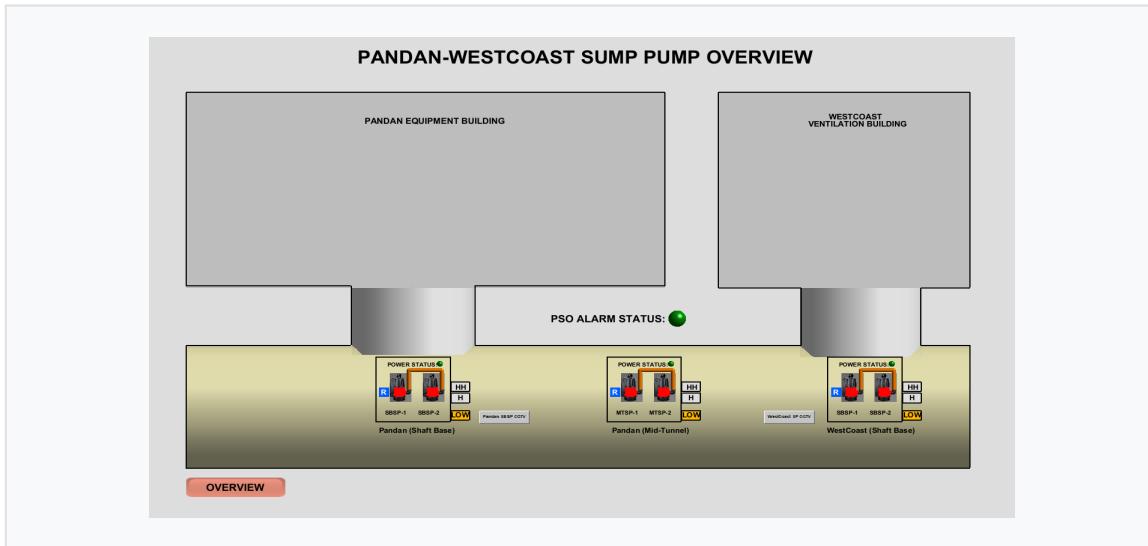
No

### Remarks

Willowlynx Historical Report Check for LTA (KCDE and ECID sites)

## Willowlynx Sump Pit CCTV Camera Check

Click the CCTV buttons from the PLUMB-SAN page to confirm the player window for each camera can be played.



### Result:

All CCTV cameras can be played without issues.

No

### Remarks

Willowlynx Sump Pit CCTV Camera Check for LTA (KCDE and ECID sites)

## Monthly Database Creation Check

Willowlynx's historical database uses monthly partitions. Confirm MSSQL has the next six months created.

### Monthly Database Creation

S/N	Server Name	Monthly DB are Created
3	CR-ECID-IF-SVR00005	Yes

### Remarks

Monthly Database Creation for LTA (KCDE && ECID sites)

## Database Backup Check

Check D:\MSSQLSERVER-BACKUP\Monthly and ensure the database backups exist in this directory.

### MSSQL Database Backup Check

S/N	Item	Monthly DB Backup are created
1	CR-KCDE-IF-SVR0002	No
2	CR-KCDE-IF-SVR0005	Yes

### SCADA Database Backup Check

S/N	Item	SCADA DB Backup are created
1	CR-KCDE-IF-SVR0004	No
2	CR-KCDE-IF-SVR0006	Yes

Latest Backup File Name: sql\_ecid\_kcde\_AMS\_31102025.sql

### Remarks

Database Backup for LTA site (KCDE and ECID sites)

## SCADA & Historical Time Sync Check

**Instructions:**

Verify the SCADA server, historical server, and HMIs are time synchronised by running w32tm /query /status. The difference shall be within five minutes.

S/N	Machine Name	Time Sync Result
2	CR-ECID-IF-SVR0002	Pass
3	CR-ECID-IF-SVR0003	Pass
1	CR-ECID-IF-SVR0001	Fail

**Remarks**

SCADA & Historical Time Sync for LTA Site (KCDE and ECID)

## Hotfixes / Service Packs

Review and apply the latest hotfixes or service packs on all applicable servers.

S/N	Machine Name	Latest Hotfixes Applied	Done
1	CR-ECID-IF-SVR001	ABC123456	Pass
2	CR-ECID-IF-SVR002	DEF123456	Fail
3	CR-ECID-IF-SVR003	GHI123456	Pass

## Remarks

Hotfixes / Service Packs for LTA (KCDE and ECID site)

## Auto failover of SCADA server

Auto failover of SCADA server testing procedures:

*Note: Make sure both SCADA servers are online after completing the test.*

### Failover from SCA-SR1 to SCA-SR2

**Procedure:**

1. Perform a system shutdown on SCA-SR1.
2. Check the System Server status page.

**Expected Result:**

SCA-SR2 becomes master and RTUs continue reporting data to SCADA.

Yes

### Failover from SCA-SR2 to SCA-SR1

**Procedure:**

1. Start SCA-SR1 and wait five minutes for it to boot.
2. Perform a system shutdown on SCA-SR2.
3. Check the System Server status page.

**Expected Result:**

SCA-SR1 becomes master and RTUs continue reporting data to SCADA.

Yes

## Remarks

Auto Failover of SCADA Server for LTA (KCDE && ECID sites)

## ASA Firewall Maintenance

To check ASA firewall health and backup the running configuration:

1. Connect to the ASDM application from the SCADA server.
2. Access the ASA firewall CLI and input the commands below.

S/N	Command Input	Expected Result	Result Status
1	show cpu usage	CPU Usage <80%	Pass
2	show environment	Overall hardware health	Pass

3. Check the firewall overview to ensure everything is running properly.
4. Backup the configuration to the D drive of SCADA SVR1.

### Remarks

ASA Firewall Maintenance for LTA site (KCDE and ECID sites)

## Software Patch Summary

S/N	Server Name	Previous Patch	Current Patch
5	CR-ECID-IF-SVR11113	CC12345	DD12345
6	CR-ECID-IF-SVR11114	AA13579	BB13579

### Remarks

Software Patch Summary for LTA Site (KCDE & ECID)