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| **Change Control Form** | | | | | | | | **BRIsat** | | | |
| **Divisi Satelit** | | **Request Number** | | | CCF/CR/11/03/2019 | | | | **Submission Date** | | 12/03/2019 |
| **Change Initiator** | | | | | | | | | | | |
| **Request Originator** | | | Simon Andika | | | | **Job Title** | | Junior Engineer | | |
| **Phone Number** | | | +62 81383380345 | | | | **Email** | | Simon.andika@corp.bri.co.id | | |
| **Change Details** (put an X mark on one or more applicable choice) | | | | | | | | | | | |
| **Priority** | | | [ ] Emergency | | | [ ] Urgent | | [ X ] Routine | | | |
| **Configuration Item** | | | [ ] Bus  [ ] Payload  [ ] Flight Dynamic | | | [ ] Network  [ X ] Ground Hardware  [ ] Ground Software | | | | | |
| [ ] Other | | | | | | | | |
| **Change Type** | | | [ ] Configuration  [ ] Design | | | [ ] Equipment Swap  [ ] Updates / Patches | | | | | |
| [ X ] Other : Preventive Maintenance | | | | | | | | |
| **Reason** | | | [ ] Performance  [] Enhancement | | | [ ]Anomaly  [ X ]Maintenance | | [ ] Regulatory  [ ] Customer Request | | | |
| [] Testing | | | [] Other : | | | | | |
| **Effective Date and Time** | | | **Start** | 15-03-2019 Pukul 23:00 WIB 22-03-2019 Pukul 23:00 WIB 12-04-2019 Pukul 23:00 WIB | | | | | | | |
| **End** | [ X ] Indefinitely  [ ] Specific Time: | | | | | | | |
| **Attachment Included** | | | [X] Yes | | | | | [ ] No | | | |
| **Change Description** (attach supporting details if necessary):   1. Kegiatan Preventive Maintenance HUBS Satkomindo   **Latar Belakang :**  Kebutuhan Preventive Maintenance HUB Satkom sebanyak 2 kali dalam setahun agar operasional HUB tetap terjaga.  Jadwal Kegiatan :  HUB 1, 15 Maret 2019  HUB 2, 22 Maret 2019  HUB 3, 12 April 2019  (detail terlampir)  **Steps :**   1. Persiapan PM dengan capture jumlah remote dan utilisasi HUB, kemudian melakukan backup konfigurasi pada router dan switch HUB. 2. Melakukan stop service pada NMSS, full backup NMSS dan memindahkan file backup ke hardisk external. Kemudian melakukan start service dan memastikan tidak terdapat anomaly dan service berjalan. 3. Pengecekan Redudansi dan Pembersihan Server IPGW Main 4. Pembersihan server IPGW Main, IPGW VLAN, DNCC 1, DNCC 2, SATGW, serta test redundancy. Pembersihan dimulai dari server Backup menggunakan Vacuum & Blower. Saat server Main dilakukan pembersihan, service akan running melalui server Backup. 5. Pengecekkan STS dan test redundancy. 6. Pengecekkan level AGC dan ESno CDS A – H 7. Monitoring hasil PM dengan capture jumlah remote pada NMS dan capture utilisasi HUB   **Risk Impact :**   * Remote tidak bisa online kembali saat mengalami down time   **Impact :**   * Down time ± 1 menit setiap switch ke server IPGW Main, IPGW VLAN, DNCC 1, DNCC 2, SATGW backup/main sebanyak 10 kejadian. | | | | | | | | | | | |
| **Approval Notes** (filled by Approver) **:** | | | | | | | | | | | |
| **Change Approval** | | | | | | | | | | | |
| **Prepared by**  Name : Simon Andika  Job Title: Junior Engineer | **Checked by**  Name : P. Herry Setyono  Job Title:PJ. Kabag | | | | **Checked by**  Name : Sigit Darmawan  Job Title: Kabag | | | **Checked by**  Name : Nugroho Pancayogo  Job Title: Kabag | | **Checked by**  Name : Revan Hadi  Job Title: Kabag | |
| Date: | Date: | | | | Date: | | | Date: | | Date: | |
| **Checked by**  Name : Primadoni  Job Title:Kabag QA | **Approved by**  Name : Irwan Rosadi  Job Title:PJ Wakil Kepala Divisi | | | | **Executed by**  Name :  Job Title: | | |  | |  | |
| Date: | Date: | | | | Date: | | |  | |  | |
| **Execution Notes** (filled by Executor) **:** | | | | | | | | | | | |