|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | Department:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Asset Tag Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | Work Order Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| **Asset Details** | | | | | | | | |
| Asset Description:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | Model:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Serial Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | Manufacture:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Part Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | Software Ver.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| **Job Order Category** | | | | | | | | |
| PM | Faulty Unit | | Installation | | Replacement | | Relocation Upgrade | |
| □ | □ |  | □ |  | □ |  | □ | □ |
| **Complaint and Action Details** | | | | | | | | |
| Date of event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | Date of Awareness:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Complain description:……………….………………………………………………………………………………………………………….. | | | | | | | | |
| …………………………………………………….…………………………………………………………………………………………………………. | | | | | | | | |
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| Action Remedy:……………………………………….…………………………………………………………………………………………….. | | | | | | | | |
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| ……………………………………………………………………..………………………………………………………………………………………… | | | | | | | | |
| PM Kits / Parts used | | | | | Part Number | | Source | Quantity |
| 1 | | | | |  | |  |  |
| 2 | | | | |  | |  |  |
| 3 | | | | |  | |  |  |
| 4 | | | | |  | |  |  |
| 5 | | | | |  | |  |  |
| Test Tool | | | | | Ref. / Serial No. | | Cal. Due Date | |
| 1 | | | | |  | |  | |
| 2 | | | | |  | |  | |
| 3 | | | | |  | |  | |
| 4 | | | | |  | |  | |
| 5 | | | | |  | |  | |
|  |  |  |  |  |  |  |  |  |
| Job Complete Date: | |  |  | |  | Working time | |  |
|  | | | | |  |  |  |  |
| Engineer Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Approved By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |

**Technical Service Report**