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SETTINGS

- APPROVAL CONFIG
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- CALENDAR SETTING

APPROVAL CONFIG

Purchase Request

No	Cost Centre	Sub Cost Centre	Approval Purchase Request
1	KLIA O&M	KLIA O&M	Hazlan Ibrahim Miza Sarah Yop Zain Ahmad Fariz Hussin
		KLIA Ancillary	Muhammad Fairuz Mohd Hasim Noor Saimidatul Said
		KLIA TDM/Cleaning	Mohd Zahanor Ibrahim Muhammad Riaz Mohd Zain Mohd Faizal Md. Nor
2	KLIA2	KLIA2 O&M	Salim Johari Noor Syamsul Azam Mohamad Muhammad Sofian Bukhari Bukhari
3	MITSUI	MOP O&M	Parameswaran Sivarajah Mohamed Shafiq Mohamed Shaja
		MOP Cleaning	
		MOP Security	
4	UTW	Admin	Wan Nora'aini Wan Mohamad
		BD	Dzulhelmee Saludin
		FM	Mohd Faizal Md. Nor
		MIS	Nur Diana Roslan
		Procurement	Rohaizah Amsah
		QA	Pn. Siti Fauziah Samsudin
		UTW	Rohaizah Amsah
5	SIC	SIC	A. Visvanathan
6	KLCC	CFE O&M	Mohd Zahanor Ibrahim Muhammad Riaz Mohd Zain Mohd Faizal Md. Nor
		T3 O&M	
		TT O&M	
		KLCCS O&M	
7	SKYPARK	SKYPARK O&M	
8	PENANG	PENANG O&M	
9	KB	KB O&M	
10	MAHB	Corporate Office O&M	
		Masjid KLIA	
11	EUROCOPTER	Eurocopter O&M	Parameswaran Sivarajah
12	LANGKAWI	Langkawi O&M	Mohd Zahanor Ibrahim
13	TAWAU	Tawau O&M	Muhammad Riaz Mohd Zain Mohd Faizal Md. Nor
14	PTP	Pelabuhan Tanjung Pelepas	Parameswaran Sivarajah

APPROVAL CONFIG

Work Order – KLIA O&M

	Section	APPROVAL WORK ORDER	
		(Checked) Technician/Technical Officer	(Verified) Duty Executive / Engineer / Chargeman
KLIA O&M	KLIA-HTLV	Zulkifli Mohd Sabil Mohd Helmi Abd Majid Ahmad Hasbullah Yahya	Suliman Panut
	KLIA-COMM	Marzuki Mohamed	Abdul Gahani Marjuki
	KLIA-C&S	Rosnan Zakaria	Muhammad Azfar Adnan
	KLIA-OPR	Hafizi Abdul Halim	Hazlan Ibrahim
	KLIA-QA	Ghazali Wahab	Mohd Khairi Adnan
	KLIA-WCS	Khrishnan	Norsyazwani Mazhan
	KLIA-SHIFT A	Mohd Fazil Saidin	Anamale A Nadason
	KLIA-SHIFT B	Mohd Yusri Misman	Abu Abidi Muhammad
	KLIA-SHIFT C	Mohd Hafizz Hussin	Shafie Rustam
	KLIA-ADMIN	Rusmaizar Md Desa	Khairul Anwar Ardzi
	KLIA-SHIFT D	Hujjatullah Mohd Nor	Haszri Sham Mohamed @ Suhar
	KLIA-ACMV (MTB)	Hamdan Khailan	Izzul Azree Sazli
	KLIA-NATURAL GAS	Efzarizal Marsidi Mohamed Fazly Baharudin	Abdul Gahani Marjuki
	KLIA-ACMV (CP)	Md. Zilan Seral	Izzul Azree Sazli
	KLIA-MAS	Rosnan Zakaria	Norsyazwani Mazhan
	KLIA-PPL	Noor Kisammudin Mas'aud	Muhammad Azfar Adnan
	KLIA-ACMV (SAT)	Muhammad Hatta Pokari	Izzul Azree Sazli
	KLIA O&M Management	Rusmaizar Md Desa	Khairul Anwar Ardzi
	KLIA ACMV	Muhammad Hatta Pokari	Izzul Azree Sazli
	KLIA-PROJECT	Kamarul Nizam Kamarudin	Norsyazwani Mazhan
	KLIA-HYD	Muhammad Noridzman Mohd Ridzwan	Muhammad Khairi Adnan
	KLIA-FIRE	Efzarizal Marsidi Mohd Fazly Baharuddin	Abdul Gahani Marjuki
	KLIA Ancillary	Samson Kamal Wahdani Ghazali Md Isa Mohd Zin Salleh	Muhammad Fairuz Mohd Hasim Noor Saimidatul Said
	KLIA TDM/Cleaning	Anim Yusof	Ganesan Maruthaveeran

APPROVAL CONFIG

Work Order – klia2 O&M

	Section	APPROVAL WORK ORDER	
		(Checked) Technician/Technical Officer	(Verified) Duty Executive / Engineer / Chargeman
klia2 O&M	KLIA2 ACMV System	Abdul Malik Yahaya Mohd Nazri Hamzah	Muhammad Izz Zamlus
	KLIA2 HTLV System	Zamani Bin A. Latif @ Abdul Latif Huzailin Bin Yaacob	Alif Hanifa Bin Che Hassan
	KLIA2 BMS System	Mohd Nazri Husin	Norhesham Ismail
	KLIA2 Project	Amirul Suhaimi Suri	Husna Khalilah Mohd Ala'uyun
	KLIA2 Fire Protection System	Shahrul Bazli Bin Mohammad Mohamed Rawi Bin Midin	Muhammad Nur 'Arif Bin Manan
	KLIA2 People Mover System	Azizi Mahmad	Noor Syamsul Azam Bin Mohamad
	KLIA2 Plumbing System	Khairulanuar Bin Mohd Yusuff Norzamri Bin Mohd Noor	Noor Syamsul Azam Bin Mohamad
	KLIA2 Hydraulic System	Azizi Mahmad	Noor Syamsul Azam Bin Mohamad
	KLIA2 Communication System	Mohd Alif Bin Mohd Yaman	Norhesham Ismail
	KLIA2 C&S System	Norzamri Mohd Noor	Noor Syamsul Azam Bin Mohamad
	KLIA2 Reliability Engineering	Munira Farhana Abdullah	Husna Khalilah Mohd Ala'uyun
	KLIA2 Operation Shift A	Amirul syamil	Farizi Bin Muhammad
	KLIA2 Operation Shift B	Mohd Fauzi Pangilon	Mohd Nasrizam Bin Mohamad Nasir
	KLIA2 Operation Shift C	Mohd Haris Bin Fadil Suhaimi	Harafatullah Bin Kamarulzaman
	KLIA2 Operation Shift D	Rohaiwira Bin Rokani	Muhammad Rizal Bin Che Razak
	KLIA2 External/Ancillary	Mohd Nazri Husin	Muhammad Sofian Bukhari Bin Bukhari
	KLIA2 Store	Mohamad Anif Bin Jatin	Salim Johari
	KLIA2 Operation & Maintenance	Mohamad Anif Bin Jatin	Salim Johari

APPROVAL CONFIG

Work Order – SBU

Strategic Business Unit	Section	APPROVAL WORK ORDER	
		(Checked) Technician/Technical Officer	(Verified) Duty Executive / Engineer / Chargeman
	Sepang International Circuit (SIC)	Asmadi Lukmalhakim	A. Visvanathan
	Mitsui Outlet Park (MOP)	Sundar	Parameswaran Sivarajah Mohamed Shafiq Mohamed Shaja
	MAHB Corporate Office	Mohd Zabry Arifin	Mohd Farino Yahya
	Pelabuhan Tanjung Pelepas	Pandy Jemis	Parameswaran Sivarajah Agilan Sethu
	Persada PLUS	Afzal Haq Abdul Rahman	Muhammad Faizulizwan Bin Mohamad Fadil Muhammad Riaz Mohd Zain
	Penang	Mohd Fazrul Hisham Zakaria	Ahmad Nazri Shariff
	Skypark	Mohd Haswadi Mustaffa	Mohd Zulhairi Hasin
	KLCC	Leela a/p Appana	Mohd Azizi Abd Malek
	EUROCOPTER	S.Sukumaran Subramaniam	Parameswaran Sivarajah

1. Module item enables user to configure the predefined values in system, like dropdown listing and so on.
2. Only Admin have right to create, update module item for all modules.

*** Purchase Request Type** -- Select --

Asset
Stock
Service

*** Purchase Award Type** -- Select --

Quotation
Direct Award
Appointment
Direct Appointment


*** Maintenance Type** -- Select --


DFBD - Defect Breakdown
PCM - Planned Corrective Maintenance
ADW - Additional Work
CM - Corrective Maintenance
OTHERS - Other Works
CA - Corrective Action
PTW - Permit To Works

*** Priority** -- Select --

LOW
MEDIUM
CRITICAL
PLANNED
URGENT
EMERGENCY

1. Search, create & modify Calendar Information for each organization by year, by cost centre.
2. Calendar allow user to capture yearly non-working days by organization.
3. This information will be used in various modules like Maintenance, Purchase, and Quotation to indicate non-working days in date time pickers.
4. Admin can select *icon*, *color* and insert event *title* and *description*.
5. *Allow to select* field is refer to any selection made by user whether the date can be pick or not.

 Create Event

 List of Calendar Event(s)

Select Event Icon

i

⚠

✓

👤

🔒

🕒

Select Event Color

✓

* Title

Title

Description

Description

* Allow to select

☒ YES

* Active

☒ YES

CALENDAR SETTING

Manage Calendar Setting

Save Changes Back

Draggable Events

KLIA Anniversary
klia 20th anniversary

Christmast
public holiday

☐ Remove after drop

Note: For remove event from calendar, You need to double click on the event

My Events 2018

December 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4 KLIA Anniversary KLIA 20th Anniversary	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25 Christmast Public Holiday	26	27	28	29

1. All created event in Calendar Event will displayed in this page.
2. Admin site can drag the vent to the specific date.
3. Click save.
4. All screen that have date/time picker will be reflected with this event.