



HOSPITAL TUNKU AZIZAH
(WOMEN AND CHILDREN)
KUALA LUMPUR



PREVENTIVE MAINTAINACE WORK

Work NO.	Date/Time
Work Group	WR Type
Period	
QC-PPM/RT	QC-Uptime

Asset No	Type Code
Asset Name	Location Name
Location code	Department Name
Asset Status	Asset Critically
Variation Status	Asset Condition
Brand/Model	Serial No.
Manufacturer	Vendor
Brand	
Service Agent	Service Life (Yrs.)
Contact Person	Phone No
Previous Work Date	Previous Repair Date

Task No	Description	Target Date	Next	Status
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Requested Details:

Preventive Work Request

Contract/Warranty Information

Contractor/Company Name	
Contract/Warranty Start Date	End Date
Telephone No.	

Parts Details

Description	UOM	Qty Used(U)/ Returned (Rt)

Employee Details

Employee No.	Name	Task Code	Date	Start Time	End Time	Preparation Hours

Completion

Performance Test: Not Applicable	Electrical Safety Test: Not Applicable		
PPM Agreed Date:			
Date/Time Work Started:	Date/Time Work Completed:	Downtime Hours:	
Action Taken:			
Completed by :	Date:	Verified by :	Date:
Name & Sign		Name & Sign	
	Time:		Time:
1st Verification Performed By:		2nd Verification Performed By:	
Signature		Signature	
Name		Name	
Date		Date	