

Parliament House - Workstations

Activity		Type Of Service				
		A	B	C	D	E
Last Issue Date: 23/01/2013						
1	Check installation against records, report and record any discrepancies	Y				
2	Verify time synchronisation on: 2.1 HOA workstation 2.2 LC workstation 2.3 Hansard workstation 2.4 Equipment room workstation	Y				
3	Inspect software reviewing system logs, event logs, available memory, virus protection status and OS/security updates for: 3.1 HOA workstations 3.2 LC workstation 3.3 Hansard workstation 3.4 Equipment room workstation		Y			
4	Inspect power supply, clean case, fan and screen of: 4.1 HOA workstation 4.2 LC workstation 4.3 Hansard workstation 4.4 Equipment room workstation		Y			
5	Defragment hard drive of: 5.1 HOA workstation 5.2 LC workstation 5.3 Hansard workstation 5.4 Equipment room workstation			Y		
6	Replace power of: 6.1 HOA workstation 6.2 LC workstation 6.3 Hansard workstation 6.4 Equipment room workstation					Y
7	Record results in log book	Y	Y	Y		Y

**Special Comments and Technical Data**

- A SERVICE BEFORE EACH SITTING OF PARLIAMENT
- B SERVICE 3 MONTHLY
- C SERVICE 6 MONTHLY
- E SERVICE EVERY 2 YEARS

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For more information please contact the applicable Facilities Management Service Provider.



Government of South Australia  
Department of Planning,  
Transport and Infrastructure

Download Date: 04/11/2021

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