

Form B03

Scheduled Maintenance Work Order



Quantum Medical Solutions sdn bhd
 (Incorporated in Malaysia)
 (Incorporated in Malaysia)

Format Ref: QMS/TSD-022 Rev 01

Work Order No.	PW0366556	Schedule Month	July 2018
Work Order Date	01/07/2018	Completed Date	10/7/18
Clinic Name	Klinik Kesihatan Sungai Rengit	Clinic Code	JHR047
BE No.	JHR014671	Distict	KOTA TINGGI
BE Category	Scales, Patient, Platform, Electronic	WO Assigned to	KTC BME3
Ownership	<input checked="" type="checkbox"/> Existing Equipment	<input type="checkbox"/> Purchase	<input type="checkbox"/> New
BE Condition	<input checked="" type="checkbox"/> Active	<input type="checkbox"/> BER Proposed	
Work Order Type	<input checked="" type="checkbox"/> Preventive Maintenance (PM)	<input type="checkbox"/> Third Party Calibration (TPC)	
	<input type="checkbox"/> Routine Inspection (RI)	<input type="checkbox"/> Statutory Certification (SC)	

Reschedule Date	N/A
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BE Third Party Calibration / Statutory Certification Details

Company Name	N/A	Cal / Cert Date	N/A
Contact Number	N/A	Cal / Cert Expiry Date	N/A

Action Taken

- ☒ PM / RI job done as per checklist. Unit tested functioning good & ready to use.
☐ Corrective Maintenance / ☐ Breakdown
 BE Sticker Availability: ☐ Yes / ☒ NA

Manufacturer: SECA

Model: N/A

Serial No: N/A

Remarks: N/A

Schedule Maintenance Execution Details

Sl No	QMS Engineer / Technician Name	Date	Start Time	End Time
N/A	SAFWAN	10/7/18	1500	1530

Customer Remarks

N/A

Engineer / Technician Signature

Name

Date

MOHAMAD SAFWAN BIN ROSLAN
 Biomedical Technician
 Quantum Medical Solution Sdn. Bhd.

10/7/18

Customer Signature

Name

Designation

Date

Seal

MOHAMAD BINTI BAHRU
 Jurawankesihatan U29
 K. Sungai Rengit

For Internal Use

MUHD RAMADHAN B. TAMAR

Biomedical Engineer

First Verification

Technical Service Department

Quantum Medical Solutions Sdn. Bhd.

Tel: +60 12-296 1697

Final Verification

QMS State Incharge



KEMENTERIAN KESIHATAN MALAYSIA

MEET Planned Preventive Maintenance Checklist
Scales, Patient, Platform, Electronic

BE CODE 15-455

CHECKLIST REV 5.1/133-000
REV 000

PART 1 ASSET DETAILS

WORK ORDER NO ▶ PW036652 BE NO ▶ JHR014671
MANUFACTURER ▶ SECA MODEL ▶ N/A
FREQUENCY ▶ 12 MONTHLY (✓) PPM HOURS ▶ 0.50

PART 2 SPECIAL PRECAUTION

If there is evidence of body fluid contamination, submit the device for cleaning and decontamination before inspecting it.

Wear appropriate Personnel Protection Equipment (PPE) during work.

Wear grounded electrostatic wristband when handling PCB or electronic components.

Refer to the safety procedure for additional precautions and guidance as per manufacturer guidelines.

Make sure the test equipment used are duly calibrated.

PART 3 TEST APPARATUS

Tick (✓) where appropriate

NO	ASSET NO	DESCRIPTION	SERIAL NO	CALIBRATION DUE ON
1		ELECTRICAL SAFETY ANALYZER		
2		WEIGHTS		

PART 4 QUALITATIVE TASKS

Tick (✓) where appropriate

	PASS	FAIL	NA		PASS	FAIL	NA
1 Chassis - Verify physical integrity, cleanliness and condition.	(✓)	()	()	8 Controls/Switches - Verify proper operation of controls.	(✓)	()	()
2 Mount/Fasteners - Verify physical integrity.	(✓)	()	()	9 Indicators/Displays - Verify proper illumination and operation.	(✓)	()	()
3 Power Cord - Verify proper insulation and integrity.	()	()	(✓)	10 Platform - Verify physical integrity.	(✓)	()	()
4 Strain Relief - Verify physical integrity at both ends of line cord.	()	()	(✓)				
5 Fittings/Connectors - Check all fittings/connectors.	(✓)	()	()				

PART 5 PREVENTIVE MAINTENANCE TASKS

Tick (✓) where appropriate

	DONE	NOT DONE **	NA	Notes:
1 Clean the Exterior/Interior	(✓)	()	()	* For all Parts, NA is defined as NOT APPLICABLE ** If you have ticked 'NOT DONE', then justify in Part 8 *** Choose Whichever Applicable
2 Adjust/align mechanical components.	(✓)	()	()	



KEMENTERIAN KESIHATAN MALAYSIA

MEET Planned Preventive Maintenance Checklist
Scales, Patient, Platform, Electronic
BE CODE 18-458

CHECKLIST NO: CL-132-000
REV.000

WORK ORDER NO

PW 036656

PART 6 QUANTITATIVE TASKS

Tick (✓) where appropriate

No	Description	Units / UOM	Set Values	Measured Values	Limit/Tolerance	PASS	FAIL	NA
1	Weight	Kg	5	5.0	4.5 - 5.5	(✓)	()	()
		Kg	10	10.1	9.5 - 10.5	(✓)	()	()
		Kg	20	20.1	19.5 - 20.5	(✓)	()	()

PART 7 ELECTRICAL SAFETY TEST

ELECTRICAL SAFETY TEST, (attach report)

Tick (✓) where appropriate

Standard use :

☐ IEC 60601

☐ IEC 61010

☐ IEC 62353

Result :

☐ PASS

☐ FAIL

☒ NA

PART 8 NOTES

☐ CORRECTIVE MAINTENANCE REQUIRED

☒ FUNCTIONING

☐ NOT FUNCTIONING

WORK ORDER NO

N/A

NEXT PPM DATE

7/2019

PPM has been performed in accordance to the checklist and the equipment is functioning to the intended purpose.

COMPLETED BY:

MOHAMAD SAFWAN BIN ROSLAN
Biomedical Technician
Quantum Medical Solution Sdn. Bhd

DATE :

10/7/18