

## Form B03

## Scheduled Maintenance Work Order



Quantum Medical Solutions sdn bhd  
transcending boundaries, transforming life

Format Ref: - QMS/TSD-022 Rev.01

Work Order No.	PWO365591	Schedule Month	June 2018
Work Order Date	01/06/2018	Completed Date	26/6/18
Clinic Name	Klinik Kesihatan Parit Yaani	Clinic Code	JHR007
BE No.	JHNANE003	Distict	BATU PAHAT
BE Category	ANALYZERS, LABORATORY, HEM	WO Assigned to	Farhan
Ownership	<input type="checkbox"/> Existing Equipment	<input type="checkbox"/> Purchase	<input checked="" 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	
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## BE Third Party Calibration / Statutory Certification Details

Company Name	na	Cal / Cert Date	na
Contact Number		Cal / Cert Expiry Date	

## Action Taken

☒ PM / RI job done as per checklist. Unit tested functioning good & ready to use.

Manufacturer :

☐ Corrective Maintenance / ☐ Breakdown

Modal :

BE Sticker Availability : ☒ Yes / ☐ NA

Serial No :

Remarks: Under warranty PPM done by supplier

## Schedule Maintenance Execution Details

SI No	QMS Engineer / Technician Name	Date	Start Time	End Time
	Farhan	26/6/18	1100	1200

## Customer Remarks

NA

Engineer / Technician Signature	Customer Signature
Name <i>MF</i> MOHD NAJIB FARHAN B. ISMAIL	Name <i>[Signature]</i>
Date 26/6/18	Designation <i>[Signature]</i>
BIOMEDICAL ENGINEER	Date
(012-396 7048)	Seal
QUANTUM MEDICAL SOLUTIONS SDN. BHD.	

For Internal Use

*Pz fi*  
QUANTUM MEDICAL SOLUTIONS  
RAZILA BINTI MISKAN  
BIOMEDICAL ENGINEER

First Verification

QMS Circle Incharge

Final Verification

QMS State Incharge





# KEMENTERIAN KESIHATAN MALAYSIA

MEET Planned Preventive Maintenance Checklist  
Analyzers, Laboratory, Hematology, Cell Counting, Automated ( Medium)  
BE CODE : ME-009

CHECKLIST NO:CL-015-000  
REV.000

## PART 1 ASSET DETAILS

WORK ORDER NO ▶ PWO 365591 BE NO ▶ JHNANE 003  
MANUFACTURER ▶ Mindray MODEL ▶ BC-30s  
FREQUENCY ▶ 6 MONTHLY ( ) 12 MONTHLY ( ) PPM HOURS ▶ 2.00

## 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
	TEESHOOTY	ELECTRICAL SAFETY ANALYZER	3226906	9/11/18

## PART 4 QUALITATIVE TASKS

Tick ( ✓ ) where appropriate

	PASS	FAIL	NA		PASS	FAIL	NA
1 Chassis - verify physical integrity, cleanliness and condition	( ✓ )	( )	( )	11 Probes- Verify physical integrity	( ✓ )	( )	( )
2 Mount/ Fasteners - verify physical integrity	( ✓ )	( )	( )	12 Temperature system- verify proper operation	( ✓ )	( )	( )
3 Power Cord - verify proper insulation and integrity	( ✓ )	( )	( )	13 Fan/motor/compressor/pump- verify physical integrity and proper operation	( ✓ )	( )	( )
4 Strain Relief - verify physical integrity at both ends of line cord	( ✓ )	( )	( )	14 Initialization Process- Verify	( ✓ )	( )	( )
5 Fittings/ Connectors - check all fittings/connectors	( ✓ )	( )	( )	15 Printer - Verify physical operation.	( ✓ )	( )	( )
6 Controls/Switches - verify proper operation of controls	( ✓ )	( )	( )	16 User Setting - Verify Operation	( ✓ )	( )	( )
7 Indicators/Displays- verify proper operation	( ✓ )	( )	( )	17 User calibration - Verify Operation	( ✓ )	( )	( )
8 Electrodes and Transducer -verify physical integrity	( ✓ )	( )	( )	18 Self Diagnostic - Verify Operation	( ✓ )	( )	( )
9 Hydraulics and Pneumatics System-verify physical integrity	( ✓ )	( )	( )	19 Plate movement calibration - Verify Operation	( ✓ )	( )	( )
10 Sensors- verify physical integrity	( ✓ )	( )	( )				

## PART 5 PREVENTIVE MAINTENANCE TASKS

Tick ( ✓ ) where appropriate

	DONE	NOT DONE **	NA		DONE	NOT DONE **	NA
1 Clean exterior and interior of the equipment	( ✓ )	( )	( )	6 Clean measuring area	( ✓ )	( )	( )
2 Inspect/clean interior of unit	( ✓ )	( )	( )	7 Calibrate system parameter	( ✓ )	( )	( )
3 Clean hydraulics and pneumatic system	( ✓ )	( )	( )	8 Perform Post routine	( ✓ )	( )	( )
4 Tubings - clean/ replace ***	( ✓ )	( )	( )	Notes:			
5 Clean sampling mechanism	( ✓ )	( )	( )	* For all Parts, NA is defined as NOT APPLICABLE			
				** If you have ticked 'NOT DONE', then justify in Part 8			
				*** Choose Whichever Applicable			



# KEMENTERIAN KESIHATAN MALAYSIA

MEET Planned Preventive Maintenance Checklist  
Analyzers, Laboratory, Hematology, Cell Counting, Automated, Medium  
BE CODE : ME-009

CHECKLIST NO: CL-015-000 REV.000

WORK ORDER NO ▶

## PART 6 QUANTITATIVE TASKS

Tick (✓) where appropriate

No	Description	Units / UOM	Set Values	Measured Values	Limit/Tolerance	PASS	FAIL	NA

## 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 ▶

NEXT PPM DATE ▶ Dec 18

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

COMPLETED BY:

*Farhan*

DATE :

26/11/18





# HISTOCENTER (M) SDN. BHD. (Company No. 162280-X)

Kuala Lumpur Office: B-G-2, Jalan Dataran SD2, Dataran Sri Damansara, Bandar Sri Damansara, PJU 9, 52200 Kuala Lumpur, Malaysia.  
Tel: 03-62771136, 62774616 Fax: 03-62771305 E-mail: histo@histocenter.com  
Website: www.histocenter.com

(Registration Number with the Kementerian Kewangan: 357-00012506)  
GST Registration No.: 000015794176



REPAIR CALL CARD		No 72506
CUSTOMER :		INSTRUMENT : Hematology Analyzer
Klinik kesihatan Parit Yaani		MODEL NO. : BS-30S
ADDRESS :		SERIAL NO. : TH-73001873
Batu Pahat, Johor		PERSON IN CHARGE :
		COMPLETION DATE : 26/6/2018
		LOCATION :
		CUSTOMER'S ORDER :
<input type="checkbox"/> Installation <input type="checkbox"/> Commissioning <input type="checkbox"/> Warranty Repair <input type="checkbox"/> Paid Repair <input type="checkbox"/> Contract Service		
perform preventive maintenance for the above instrument		
for detail please refer to the checklist.		
Quantity	Part(s) Number	Parts Replaced / Supplied
1		wipe block
1		Isolation chamber

Customer acknowledged that this unit is operational and that the job has been satisfactorily completed

NUR FARAH ANITA RAHMAN  
Juruteknikal (M) Perubatan U29  
Klinik Kesihatan Yang Peng  
Batu Pahat

Customer's signature and company chop

DATE: .....

for HISTOCENTER (M) SDN BHD

Yak Sen

Serviced by



**HISTOCENTER (M) SDN. BHD.** (Company No. 182588-X)  
Kuala Lumpur Office: 5-2, Jalan Duta 302, Dutaan 30 Damansara, Bandar 50 Damansara,  
5049-22500 Kuala Lumpur, Malaysia  
Tel: 03-82771113, 82771118 Fax: 03-82771305 E-mail: histo@histocenter.com  
Website: www.histocenter.com  
Registration Number with the Kementerian Kesihatan: 05700012502  
GST Registration No.: 0006927412



REPAIR CALL CARD		
CUSTOMER:		INSTRUMENT: Histology Analyser
ADDRESS: Klinik Perubatan Part Xian		MODEL NO.: RS-302
PERSON IN CHARGE:		SERIAL NO.: TH-13001813
COMPLETION DATE: 26/6/2018		LOCATION:
CUSTOMER'S ORDER:		
<input type="checkbox"/> Installation <input type="checkbox"/> Commissioning <input type="checkbox"/> Warranty Repair <input type="checkbox"/> Paid Repair <input type="checkbox"/> Contract Service		
Perform preventive maintenance for the above instrument in detail please refer to the checklist.		
Quantity	Part(s) Number	Parts Replaced / Supplied
1		Wipe block
1		Isolation chamber

Customer acknowledged that this unit is operational and that the job has been satisfactorily completed.

Customer's signature and company chop

DATE:

Serviced by

to HISTOCENTER (M) SDN BHD

**HISTOCENTER (M) SDN BHD**  
**MACHINE MAINTENANCE CHECKLIST**

Preventive Maintenance Service For Mindray Hematology Analyzer

CUSTOMER: Klinik kesihatan Port Klang

MODEL: BS-30S

DATE: 26/6/2018

SERIAL NO: TH-73001873

**CHECK LIST**

**Work Station**

1. PC Assembly
2. Printer
3. UPS
4. Reagent and Waste Tubing

**PASS**

**FAIL**

☒

☐

☒

☐

☒

☐

☒

☐

**Main Unit**

**CHECK**

**FAIL**

**Overview of Instrument Performance**

1. Calibration & QC results

☒

☐

Test Results

☒

☐

Log File

☒

☐

Remark :

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**2. Analyzer Main Unit**

**CLEAN**

**REPLACED**

Wipe Block (6 months)

☐

☒

Probe Wipe Clamp

☒

☐

Pinch Valve Tubing (BC-5150)

☒

☐

Waste Pump Tubing T68/T68 (BC-5150)

☒

☐

Isolation Chamber (12 months)

☐

☒

Check Valve

☒

☐

Air Filter (6 months)

☒

☐

Sampling Probe (12 months or 30000 times)

☒

☐

Waste Pump Filter Assembly

☒

☐

Diluent Filter with tube

☒

☐

WBC Bath

☒

☐

RBC Bath

☒

☐

**HISTOCENTER (M) SDN BHD**  
**MACHINE MAINTENANCE CHECKLIST**

Preventive Maintenance Service For Mindray Hematology Analyzer

**3 Software Maintenance**

PASS

FAIL

Cleaning

☒☐

Maintenance

☒☐

Background

☒☐

Repeatability Test

☒☐

Carryover Test (When necessary)

☒☐

**4 Software Version**

V01.06.00.1979

Remarks:


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**NUR FARAH HUSNATE A RAHMAN**  
Juruteknologi Instrumentasi Perubatan U29  
Klinik Kesihatan Yong Peng  
Batu Pahat

Customer : \_\_\_\_\_

Date : \_\_\_\_\_

**For HISTOCENTER (M) SDN BHD**



Service by : \_\_\_\_\_

Date : \_\_\_\_\_

WONG YICK SHEN

28/6/2018