



MAINTENANCE WORK ORDER (SCHEDULED) BEMS



A. WorkOrder Details

Hospital Name / Code	Biro Pengawalan Farmaseutikal Kebangsaan / SGR006	Maintenance Work No.	SWO/BEMS/SGR006/2410/000011
Category	Scheduled	Type	PPM
Week / Period	Week 40 / 2024	Workgroup	W2 - Biomedical Engineering
Asset No.	006_004831	Asset Name	Balances, Mechanical
Asset Location Code / Name	C1-006-F04.010 / Ruang Kerja	Type Code	10-264
User Area Code / User Area Name	C1-006-F04 / Makmal Tradisional & Kosmetik	Department Code / Department Name	L01 / Laboratory
Manufacturer	Mettler-Toledo AG	Brand/Model	Care Pac / Care Pac M 500g/20g
Serial No.	B143394577	Service Life (Yrs)	12.7
Last Maintenance Date	11-Nov-2023 00:00	Current Status	Functioning
Last Maintenance Personnel		Variation Status	V3 - Added installed facilities (new building, plant, equipment or land)
Last Maintenance Work No.	SWO/BEMS/SGR006/2311/000013	Obsolescence Status	No
Main Supplier Name		3rd Party Service Provider	
Reschedule Date	31/10/24 - Sent out for Calibration		

MUHAMMAD FAUZI
MOHD NOR
RPh 12377
15/10/2024

B. Contract/Warranty Information

Contractor Name	HN2 Technology	Contractor Code	
Contact Person	SIRIM	Phone No.	01800108
Start Date	NA	End Date	NA

Task No.	Frequency	Description	Target Date	PPM Agreed Date	Status	Next Due Date
10264-000		52 Balances, Mechanical	02-Oct-2024	31/10/24	Active	01-Oct-2025

C. Parts Details

Part No.	Description	Qty	Cost Per Quantity
NA	NA	NA	NA

D. Process Status

Propose for BER Propose for RW Equipment In Use Technical Advise Equipment not at location

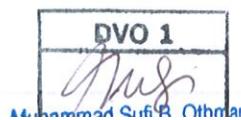
Remarks (Process status/SCM/SCM details/CM details)

E. Employee Details

Staff ID	Name	Start Date / Time	End Date / Time	Repair Hours (HH:mm)
01264	NAZAM	31/10/24 / 9:00 AM	31/10/24 / 11:00 AM	00:21:00

F. Completion

Performance Test	<input type="checkbox"/> Done <input type="checkbox"/> Not Applicable <input type="checkbox"/> Not Done	Electrical Safety Test	<input type="checkbox"/> Done <input type="checkbox"/> Not Applicable <input type="checkbox"/> Not Done
Date/Time Work Start	31/10/24 / 9:00 AM	Date/Time Work Completed	31/10/24 / 11:00 AM
Action Taken	PPM was done according to Hepm/Manufacturer check list. S&P passed and equipment functioning good and save to be used.		
QC Code (PPM)		Verified By (MoH)	
Completed By		Signature / Date Time	
Signature / Date Time	Mohamad Bt Nordin HEAD BEMS Radicare(M) Sdn Bhd. National Pharmacy Regulatory Agency (NPRA)		MUHAMMAD FAUZI MOHD NOR RPh 12377 15/10/2024



CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024IJ/2955

ISSUED BY : **SIRIM Calibration Sdn. Bhd.**

(Company No. 199401006522 (292201-P))
Lot 12, 18 & 20, Jalan Beremban 15/12, Seksyen 15,
40200 Shah Alam
Selangor Darul Ehsan,

PAGE 1 OF 2 PAGES

APPROVED SIGNATORIES

Tel. : 03-55109066

Fax.: 03-55109077

Mohd Suhaili Bahrom



Submitted by : Radicare (M) Sdn Bhd
C/O Biro Pengawalan Farmaseutikal Kebangsaan
Jalan Universiti
46730 Petaling Jaya Selangor .

Job No. : SA2024-6412-22
Date Received: 26/10/2024

(Attn : Pn Mariam Nordin)

Instrument : Standard Weight (F1)
Manufacturer : Mettler Toledo

Model No. : N/A
Serial No. : 006-004831 (F1) B

Instrument Condition When Received:

Physically in good condition

Instrument Condition When Returned:

1. Calibrated and Test Serviceable
2. Calibration Due Date requested by customer
3. The user should be aware that there are a number of factors that may caused this instrument to drift out of calibration before the specified calibration interval has expired.

Environmental Condition :-

Temperature : 20.0 ° C to 20.2 ° C

Relative Humidity: 54 % to 56 %

Calibration Date : 31 October 2024

Request Cal. Due Date : 31 October 2025

Calibration Method :

This equipment was calibrated using the calibration Procedures No.

MSM/0002 Rev 8.0

Standard(s) Used:

Instrument Type:	Serial No.:	Cal. Due Date:	Cal. Cert. No.:	Traceability:
Standard Weights	MSM 004	07/09/2025	NMIM-4256-M-23	NMIM

Calibration Sticker No. : SA-10-2955

Measurement Uncertainty : Refer to calibration results

The uncertainty calculation is based on the OIML Guide to the Expression of Uncertainty in Measurement.

Coverage factor: $k = 2$

Approved Signatories

The reported expanded measurement uncertainty is stated as the standard measurement uncertainty multiplied by the coverage factor k such that the coverage probability corresponds to approximately 95%.

This certificate is issued in accordance with the laboratory accreditation requirements of Skim Akreditasi Makmal Malaysia (SAMM) of Standards Malaysia which is a signatory to the ILAC MRA. It provides traceability of measurement to the SI system of units and/or to units of measurement realized at the National Metrology Institute of Malaysia (NMIM) and other recognized national metrology institutes.

CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024IJ/2955

PAGE 2 OF 2 PAGES

Instrument : Standard Weight (F1)

Serial No. : 006-004831 (F1) B

CALIBRATION RESULTS

Manufacturer : Mettler Toledo
Model No. : N/A
Range : 20 g

Material : Stainless Steel
No. of pieces : 1 piece

Nominal Value	Conventional Value	Uncertainty (\pm)	MPE (\pm)
20 g	20 g + 0.05 mg	0.08 mg	0.25 mg

Note: MPE with reference to OIML R III (Doc. Con. No. : SM-1-Rev. 1.0).

MPE - Maximum Permissible Error

Calibrated By : 
Mohamad Najib Kamaruddin

END OF RESULTS



SAMM 088

CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024J/2956

ISSUED BY : SIRIM Calibration Sdn. Bhd.

(Company No. 199401006522 (292201-P))

Lot 12, 18 & 20, Jalan Beremban 15/12, Seksyen 15,
40200 Shah Alam
Selangor Darul Ehsan,

PAGE 1 OF 2 PAGES

APPROVED SIGNATORIES

Tel. : 03-55109066

Fax.: 03-55109077

Mohd Suhaili Bahrom

Submitted by : Radicare (M) Sdn Bhd
C/O Biro Pengawalan Farmaseutikal Kebangsaan
Jalan Universiti
46730 Petaling Jaya Selangor .

Job No. : SA2024-6412-23

Date Received: 26/10/2024

(Attn : Pn Mariam Nordin)

Instrument : Standard Weight (F2)
Manufacturer : Mettler ToledoModel No. : N/A
Serial No. : 006-004831 (F2) A

Instrument Condition When Received:

Physically in good condition .

Instrument Condition When Returned:

1. Calibrated and Test Serviceable
2. Calibration Due Date requested by customer
3. The user should be aware that there are a number of factors that may caused this instrument to drift out of calibration before the specified calibration interval has expired.

Environmental Condition :-

Temperature : 20.0 °C to 20.2 °C
Calibration Date : 31 October 2024Relative Humidity: 54 % to 56 %
Request Cal. Due Date : 31 October 2025

Calibration Method :

This equipment was calibrated using the calibration Procedures No.

MSM/0003 Rev 10.0

Standard(s) Used:

Instrument Type:	Serial No.:	Cal. Due Date:	Cal. Cert. No.:	Traceability:
Standard Weights	MSM 064	30/03/2025	NMIM-1662-M-23	NMIM

Calibration Sticker No. : SA-10-2956

Measurement Uncertainty : Refer to calibration results

The uncertainty calculation is based on the OIML Guide to the Expression of Uncertainty in Measurement.

Coverage factor: $k = 2$

Approved Signatories

The reported expanded measurement uncertainty is stated as the standard measurement uncertainty multiplied by the coverage factor k such that the coverage probability corresponds to approximately 95%.

This certificate is issued in accordance with the laboratory accreditation requirements of Skim Akreditasi Makmal Malaysia (SAMM) of Standards Malaysia which is a signatory to the ILAC MRA. It provides traceability of measurement to the SI system of units and/or to units of measurement realized at the National Metrology Institute of Malaysia (NMIM) and other recognized national metrology institutes.

CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024J/2956

PAGE 2 OF 2 PAGES

Instrument : Standard Weight (F2)

Serial No. : 006-004831 (F2) A

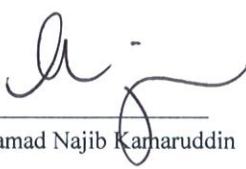
CALIBRATION RESULTS

Manufacturer	:	Mettler Toledo	Material	:	Stainless Steel
Model No.	:	N/A	No. of pieces	:	1 piece
Range	:	200 g			

Nominal Value	Conventional Value	Uncertainty (\pm)	MPE (\pm)
200 g	200 g - 0.2 mg	1.0 mg	3.0 mg

Note: MPE with reference to OIML R III (Doc. Con. No. : SM-1-Rev. 1.0).

MPE - Maximum Permissible Error

Calibrated By : 
Mohamad Najib Kamaruddin

END OF RESULTS



SAMM 088

CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024**CERTIFICATE NUMBER:** SST/SA/R/2024J/2958**ISSUED BY :** SIRIM Calibration Sdn. Bhd.(Company No. 199401006522 (292201-P))
Lot 12, 18 & 20, Jalan Beremban 15/12, Seksyen 15,
40200 Shah Alam
Selangor Darul Ehsan,**PAGE 1 OF 2 PAGES****APPROVED SIGNATORIES**

Tel. : 03-55109066

Fax.: 03-55109077

Mohd Suhaili Bahrom

**Submitted by :** Radicare (M) Sdn Bhd
C/O Biro Pengawalan Farmaseutikal Kebangsaan
Jalan Universiti
46730 Petaling Jaya Selangor .**Job No.** : SA2024-6412-24**Date Received:** 26/10/2024

(Attn : Pn Mariam Nordin)

Instrument : Standard Weight (F2)
Manufacturer : Mettler Toledo**Model No.** : N/A
Serial No. : 006-004831 (F2) B**Instrument Condition When Received:**

Physically in good condition .

Instrument Condition When Returned:

1. Calibrated and Test Serviceable
2. Calibration Due Date requested by customer
3. The user should be aware that there are a number of factors that may caused this instrument to drift out of calibration before the specified calibration interval has expired.

Environmental Condition :-

Temperature : 20.0 °C to 20.2 °C

Relative Humidity: 54 % to 56 %

Calibration Date : 31 October 2024

Request Cal. Due Date : 31 October 2025

Calibration Method :

This equipment was calibrated using the calibration Procedures No.

MSM/0003 Rev 10.0

Standard(s) Used:

<u>Instrument Type:</u>	<u>Serial No.:</u>	<u>Cal. Due Date :</u>	<u>Cal. Cert. No.</u>	<u>Traceability :</u>
Standard Weights	MSM 064	30/03/2025	NMIM-1662-M-23	NMIM

Calibration Sticker No. : SA-10-2958**Measurement Uncertainty :** Refer to calibration results

The uncertainty calculation is based on the OIML Guide to the Expression of Uncertainty in Measurement.

Coverage factor: $k = 2$ **Approved Signatories**

The reported expanded measurement uncertainty is stated as the standard measurement uncertainty multiplied by the coverage factor k such that the coverage probability corresponds to approximately 95%.

This certificate is issued in accordance with the laboratory accreditation requirements of Skim Akreditasi Makmal Malaysia (SAMM) of Standards Malaysia which is a signatory to the ILAC MRA. It provides traceability of measurement to the SI system of units and/or to units of measurement realized at the National Metrology Institute of Malaysia (NMIM) and other recognized national metrology institutes.

CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024J/2958

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Instrument : Standard Weight (F2)

Serial No. : 006-004831 (F2) B

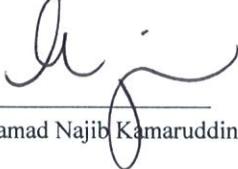
CALIBRATION RESULTS

Manufacturer	:	Mettler Toledo	Material	:	Stainless Steel
Model No.	:	N/A	No. of pieces	:	1 piece
Range	:	500 g			

Nominal Value	Conventional Value	Uncertainty (\pm)	MPE (\pm)
500 g	500 g + 0.1 mg	2.5 mg	8.0 mg

Note: MPE with reference to OIML R III (Doc. Con. No. : SM-1-Rev. 1.0).

MPE - Maximum Permissible Error

Calibrated By : 
Mohamad Najib Kamaruddin

END OF RESULTS

CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024J/2952

ISSUED BY : SIRIM Calibration Sdn. Bhd.

(Company No. 199401006522 (292201-P))
Lot 12, 18 & 20, Jalan Beremban 15/12, Seksyen 15,
40200 Shah Alam
Selangor Darul Ehsan,

PAGE 1 OF 2 PAGES

APPROVED SIGNATORIES

Tel. : 03-55109066

Fax.: 03-55109077

Mohd Suhaili Bahrom



Submitted by : Radicare (M) Sdn Bhd
C/O Biro Pengawalan Farmaseutikal Kebangsaan
Jalan Universiti
46730 Petaling Jaya Selangor .

Job No. : SA2024-6412-19

Date Received: 26/10/2024

(Attn : Pn Mariam Nordin)

Instrument : Standard Weight (E2)
Manufacturer : Mettler Toledo

Model No. : N/A
Serial No. : 006-004831 (E2) A

Instrument Condition When Received:

Physically in good condition

Instrument Condition When Returned:

1. Calibrated and Test Serviceable
2. Calibration Due Date requested by customer
3. The user should be aware that there are a number of factors that may caused this instrument to drift out of calibration before the specified calibration interval has expired.

Environmental Condition :-

Temperature : 20.0 ° C to 20.2 ° C

Relative Humidity: 54 % to 56 %

Calibration Date : 31 October 2024

Request Cal. Due Date : 31 October 2025

Calibration Method :

This equipment was calibrated using the calibration Procedures No.

MSM/0002 Rev 8.0

Standard(s) Used:

Instrument Type:

Serial No.:

Cal. Due Date :

Cal. Cert. No.

Traceability :

Standard Weights

MSM 050

17/07/2025

NMIM-2978-M-22

NMIM

Calibration Sticker No. : SA-10-2952

Measurement Uncertainty : Refer to calibration results

The uncertainty calculation is based on the OIML Guide to the Expression of Uncertainty in Measurement.

Coverage factor: $k = 2$

Approved Signatories

The reported expanded measurement uncertainty is stated as the standard measurement uncertainty multiplied by the coverage factor k such that the coverage probability corresponds to approximately 95%.

This certificate is issued in accordance with the laboratory accreditation requirements of Skim Akreditasi Makmal Malaysia (SAMM) of Standards Malaysia which is a signatory to the ILAC MRA. It provides traceability of measurement to the SI system of units and/or to units of measurement realized at the National Metrology Institute of Malaysia (NMIM) and other recognized national metrology institutes.



SAMM 088

CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024J/2952

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Instrument : Standard Weight (E2)

Serial No. : 006-004831 (E2) A

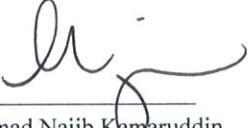
CALIBRATION RESULTS

Manufacturer	:	Mettler Toledo	Material	:	Stainless Steel
Model No.	:	N/A	No. of pieces	:	1 piece
Range	:	100 mg			

Nominal Value	Conventional Value	Uncertainty (\pm)	MPE (\pm)
100 mg	100 mg + 0.004 mg	0.005 mg	0.016 mg

Note: MPE with reference to OIML R III (Doc. Con. No. : SM-1-Rev. 1.0).

MPE - Maximum Permissible Error

Calibrated By : 
Mohamad Najib Kamaruddin

END OF RESULTS

The reported expanded measurement uncertainty is stated as the standard measurement uncertainty multiplied by the coverage factor k such that the coverage probability corresponds to approximately 95%.

This certificate is issued in accordance with the laboratory accreditation requirements of Skim Akreditasi Makmal Malaysia (SAMM) of Standards Malaysia which is a signatory to the ILAC MRA. It provides traceability of measurement to the SI system of units and/or to units of measurement realized at the National Metrology Institute of Malaysia (NMIM) and other recognized national metrology institutes.

CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024J/2953

ISSUED BY : SIRIM Calibration Sdn. Bhd.

(Company No. 199401006522 (292201-P))
Lot 12, 18 & 20, Jalan Beremban 15/12, Seksyen 15,
40200 Shah Alam
Selangor Darul Ehsan,

PAGE 1 OF 2 PAGES

APPROVED SIGNATORIES

Tel. : 03-55109066

Fax.: 03-55109077

Mohd Suhaili Bahrom



Submitted by : Radicare (M) Sdn Bhd
C/O Biro Pengawalan Farmaseutikal Kebangsaan
Jalan Universiti
46730 Petaling Jaya Selangor .

Job No. : SA2024-6412-20

Date Received: 26/10/2024

(Attn : Pn Mariam Nordin)

Instrument : Standard Weight (E2)
Manufacturer : Mettler Toledo

Model No. : N/A

Serial No. : 006-004831 (E2) B

Instrument Condition When Received:

Physically in good condition

Instrument Condition When Returned:

1. Calibrated and Test Serviceable
2. Calibration Due Date requested by customer
3. The user should be aware that there are a number of factors that may caused this instrument to drift out of calibration before the specified calibration interval has expired.

Environmental Condition :-

Temperature : 20.0 ° C to 20.2 ° C

Relative Humidity: 54 % to 56 %

Calibration Date : 31 October 2024

Request Cal. Due Date : 31 October 2025

Calibration Method :

This equipment was calibrated using the calibration Procedures No.

MSM/0002 Rev 8.0

Standard(s) Used:

Instrument Type:	Serial No.:	Cal. Due Date:	Cal. Cert. No.	Traceability:
Standard Weights	MSM 050	17/07/2025	NMIM-2978-M-22	NMIM

Calibration Sticker No.: SA-10-2953

Measurement Uncertainty : Refer to calibration results

The uncertainty calculation is based on the OIML Guide to the Expression of Uncertainty in Measurement.

Coverage factor: $k = 2$



Approved Signatories

The reported expanded measurement uncertainty is stated as the standard measurement uncertainty multiplied by the coverage factor k such that the coverage probability corresponds to approximately 95%.

This certificate is issued in accordance with the laboratory accreditation requirements of Skim Akreditasi Makmal Malaysia (SAMM) of Standards Malaysia which is a signatory to the ILAC MRA. It provides traceability of measurement to the SI system of units and/or to units of measurement realized at the National Metrology Institute of Malaysia (NMIM) and other recognized national metrology institutes.

CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024J/2953

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Instrument : Standard Weight (E2)

Serial No. : 006-004831 (E2) B

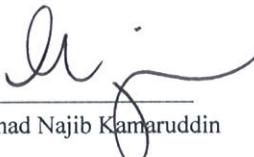
CALIBRATION RESULTS

Manufacturer	:	Mettler Toledo	Material	:	Stainless Steel
Model No.	:	N/A	No. of pieces	:	1 piece
Range	:	500 mg			

Nominal Value	Conventional Value	Uncertainty (\pm)	MPE (\pm)
500 mg	500 mg + 0.019 mg	0.008 mg	0.025 mg

Note: MPE with reference to OIML R III (Doc. Con. No. : SM-1-Rev. 1.0).

MPE - Maximum Permissible Error

Calibrated By : 
Mohamad Najib Kamaruddin

END OF RESULTS

The reported expanded measurement uncertainty is stated as the standard measurement uncertainty multiplied by the coverage factor k such that the coverage probability corresponds to approximately 95%.

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CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024IJ/2954

ISSUED BY : **SIRIM Calibration Sdn. Bhd.**

(Company No. 199401006522 (292201-P))
Lot 12, 18 & 20, Jalan Beremban 15/12, Seksyen 15,
40200 Shah Alam
Selangor Darul Ehsan,

PAGE 1 OF 2 PAGES

APPROVED SIGNATORIES

Tel. : 03-55109066

Fax.: 03-55109077

Mohd Suhaili Bahrom



Submitted by : Radicare (M) Sdn Bhd
C/O Biro Pengawalan Farmaseutikal Kebangsaan
Jalan Universiti
46730 Petaling Jaya Selangor .

Job No. : SA2024-6412-21

Date Received: 26/10/2024

(Attn : Pn Mariam Nordin)

Instrument : Standard Weight (F1)
Manufacturer : Mettler Toledo

Model No. : N/A

Serial No. : 006-004831 (F1) A

Instrument Condition When Received:

Physically in good condition

Instrument Condition When Returned:

1. Calibrated and Test Serviceable
2. Calibration Due Date requested by customer
3. The user should be aware that there are a number of factors that may caused this instrument to drift out of calibration before the specified calibration interval has expired.

Environmental Condition :-

Temperature : 20.0 ° C to 20.2 ° C

Relative Humidity: 54 % to 56 %

Calibration Date : 31 October 2024

Request Cal. Due Date : 31 October 2025

Calibration Method :

This equipment was calibrated using the calibration Procedures No.

MSM/0002 Rev 8.0

Standard(s) Used:

Instrument Type:

Serial No.:

Cal. Due Date:

Cal. Cert. No.

Traceability:

Standard Weights

MSM 004

07/09/2025

NMIM-4256-M-23

NMIM

Calibration Sticker No. : SA-10-2954

Measurement Uncertainty : Refer to calibration results

The uncertainty calculation is based on the OIML Guide to the Expression of Uncertainty in Measurement.

Coverage factor: $k = 2$

Approved Signatories

The reported expanded measurement uncertainty is stated as the standard measurement uncertainty multiplied by the coverage factor k such that the coverage probability corresponds to approximately 95%.

This certificate is issued in accordance with the laboratory accreditation requirements of Skim Akreditasi Makmal Malaysia (SAMM) of Standards Malaysia which is a signatory to the ILAC MRA. It provides traceability of measurement to the SI system of units and/or to units of measurement realized at the National Metrology Institute of Malaysia (NMIM) and other recognized national metrology institutes.

CERTIFICATE OF CALIBRATION

DATE OF ISSUE: 31 October 2024

CERTIFICATE NUMBER: SST/SA/R/2024IJ/2954

PAGE 2 OF 2 PAGES

Instrument : Standard Weight (F1)

Serial No. : 006-004831 (F1) A

CALIBRATION RESULTS

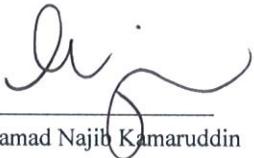
Manufacturer : Mettler Toledo
Model No. : N/A
Range : 10 g

Material : Stainless Steel
No. of pieces : 1 piece

Nominal Value	Conventional Value	Uncertainty (\pm)	MPE (\pm)
10 g	10 g 0.00 mg	0.06 mg	0.20 mg

Note: MPE with reference to OIML R III (Doc. Con. No. : SM-1-Rev. 1.0).

MPE - Maximum Permissible Error

Calibrated By : 
Mohamad Najib Kamaruddin

END OF RESULTS



KEMENTERIAN KESIHATAN MALAYSIA
BEMS Planned Preventive Maintenance Checklist
Balances, Mechanical
TYPE CODE: 10-264

CHECKLIST NO:
 10264-000
 PPM YTD : (1 / 1)

PART 1 ASSET DETAILS

WORK ORDER NO ► *SWO/BEMM/SGR006/2410/00001* ASSET NO ► *006-004831*
 MANUFACTURER ► *Mettler Toledo* MODEL ► *Care Pac*
 FREQUENCY ► 3 MONTHLY () 6 MONTHLY () 12 MONTHLY (✓) PPM HOURS ► 1.00

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

DESCRIPTION	ASSET NO / SERIAL NO	CALIBRATION DUE ON
<input type="checkbox"/> CALIBRATION WEIGHTS		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		

PART 4 QUALITATIVE TASKS

Tick (✓) where appropriate

	PASS	FAIL	NA
1. Chassing/ Housing-verify physical integrity,cleanliness	(✓)	()	()
2. Indicator/ Display-verify proper illumination and operation	()	()	(✓)
3. Keypad -verify operation	()	()	(✓)
4. Doors -Verify operation	()	()	(✓)
5. Calibration level -verify	()	()	(✓)
6. Labeling -verify caution and warning labels	(✓)	()	()
7. Control/ Switches-verify operation	()	()	(✓)

PART 5 PREVENTIVE MAINTENANCE TASKS

Tick (✓) where appropriate

	DONE	NOT DONE **	NA
1. Clean the Exterior	(✓)	()	()
2. Clean Weighing Area	()	()	(✓)

Notes:

*For all parts, NA defined as NOT APPLICABLE

**If you have ticked 'NOT DONE', then input relevant remarks in Part 8

***Choose whichever applicable. Please indicate in Part 8 for any part replaced



KEMENTERIAN KESIHATAN MALAYSIA

BEMS Planned Preventive Maintenance Checklist

Balances, Mechanical

TYPE CODE: 10-264

CHECKLIST NO:
10264-000

PPM YTD : (1 / 1)

WORK ORDER NO ► swi(BenselSGR06(2410/000611)

PART 6 QUANTITATIVE TASKS - refer part 8

Tick (✓) where appropriate

Description	UOM	Set Values	Measured Values	Limit/Tolerance	PASS	FAIL	NA
1 Calibration Weight	mg	1		0.9 - 1.1	()	()	(✓)
	mg	2		1.9 - 2.1	()	()	(✓)
	mg	5		4.9 - 5.1	()	()	(✓)
	mg	10		9.9 - 10.1	()	()	(✓)
	mg	20		19.9 - 20.1	()	()	(✓)
	mg	50		49.9 - 50.1	()	()	(✓)
	mg	100		99.9 - 100.1	()	()	(✓)

Refer Calibration Certificate



KEMENTERIAN KESIHATAN MALAYSIA
BEMS Planned Preventive Maintenance Checklist
Balances, Mechanical
TYPE CODE: 10-264

CHECKLIST NO:
10264-000
PPM YTD : (1 / 1)

WORK ORDER NO ►

swb/ben/sgrorb / 24101 0000011

PART 7 ELECTRICAL SAFETY TEST

ELECTRICAL SAFETY TEST, (attach report)
(In accordance to MS IEC 60601/ 61010/ 62353)

PASS

FAIL

NA

PART 8 NOTES

CORRECTIVE MAINTENANCE REQUIRED

FUNCTIONING

NOT FUNCTIONING

WORK ORDER NO ►

NEXT PPM DATE ►

31/10/25

PPM has been performed in accordance to the checklist.

COMPLETED BY :

DATE : 31/10/24

Mariam bt Nordin
HEAD BEMS
Radicare(M) Sdn Bhd

National Pharmacy Regulatory Agency
(NPRA)