



No. BMED/AMS/2018-19

Date: 18/01/2018

CIRCULAR

Sub: Maintenance of Machinery/Equipment in Asset Management system (AMS) – reg.

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With reference to the above subject, it has been brought to the notice of the undersigned that the Asset management system is not regularly updated. The equipment received in projects phase II modernization of Old block, Phase III SSB expansion are not entered in the database. AMS was created in compliance with NABH guidelines and also for calibrating all the equipment except higher end equipment with three phase power like CT, MRI, etc. of all department which is already approved by Director. The equipments details whichever entered in AMS will only be covered for calibration. Hence all the department are requested to check the AMS database and update it on or before 27/02/2018 so that no equipment from your department is left out for electrical calibration.

Further, it is also informed that the PAC/RRC proforma must include JIPMER asset code of each equipment in addition to the manufacture's serial number. The PAC/RRC proforma without JIPMER asset code will not be certified by Biomedical Engineer and Biomedical consultant.

This issues with the approval of Medical Superintendent.

DR. PANKAJ KUNDRRA
प्रभारी अधिकारी / Officer-in-charge
अभियांत्रिक प्रभाग / Engineering Division
जिपमेर, पुदुच्चेरी - 605 006
JIPMER, Puducherry - 605 006

To

All the Head of Departments

Copy to:

1. PS to Director / MS / Dean (A) / Dean (R)
2. PA to DD (A) / Faculty (Finance) / Faculty (Admn.) / Purchase Officer / F&CAO / Ac. O
3. The Nodal officer of IT Wing – publishing in website.

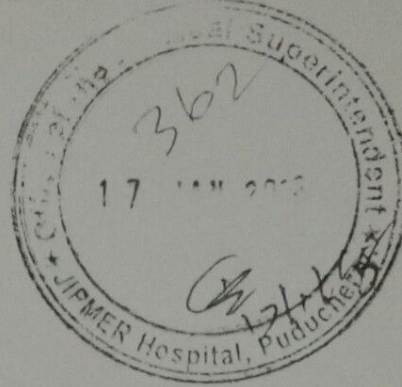


ENGINEERING DIVISION - BIOMEDICAL WING

No. BMED/AMS/2018-19

Date: 16/01/2018

To
The Medical Superintendent
JIPMER
Puducherry



Sir,
Sub: Request to issue circular regarding maintenance of Machinery/Equipment in Asset Management system -- reg.

With reference to the above subject and Hospital Safety Engineering & facility management committee (HS & FME) meeting held on 08/01/2018, it is hereby informed that we completed entering equipment details in Asset management system (AMS) based on the inputs received from all departments. As of now, the database is not in continuous usage by all the departments.

Hence as decided in the HS & FME meeting dated 08/01/2018, it is requested to issue a circular to all the head of the department to depute a faculty to monitor Asset management system and to ensure the following details of equipment (costing more than Rs.10, 000/-) are entered on or before 23/02/2018.

- The details as mentioned in Annexure I for all new equipment purchased through institute/donation/research fund projects HLL supply Phase II EMS up-gradation, Modernization of Old Hospital Block and Phase III Expansion of SS Block are supposed to be entered in AMS.
- The details like asset cost, stock register number, AMC contract details etc. are incomplete for the available entry in AMS.
- While entering the inventory details of all newly purchased equipment, the copy of purchase order & HLL yellow card have to be scanned and uploaded.
- To comply the NABH and fire safety norms, calibration of all medical equipment except higher end equipment with three phase power like CT, MRI, etc. of all departments are approved by Director. The equipments details whichever entered in AMS will only be covered for calibration. Hence all the department are requested to check the AMS database and update it so that no equipment is left out for calibration.

For further clarifications in AMS please contact Biomedical Engineering Division (extn - 8292) & email id - bme_office@jipmer.edu.in

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Enclosure: Annexure I

17/1/18

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M. S.

K. Swinney
Med. Supat. 18/1/18

