

Asset Management System (AMS)

Data Entry User Guide for Asset Registry Module

Hospital and Clinics Section Directorate Geneal of Health Services (DGHS) Minitry of Health and Family Welfare (MOHFW)

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USAID Medicines, Technologies, and Pharmaceutical Services (MTaPS) Program



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1. How to browse the AMS website

- Open any browser (Google Chrome, Mozilla Firefox) type URL: <u>https://scmpbd.org</u>
- Press < Enter> then show the following screen -

	MOHEW Asset Management System (AMS)
> Home	Monew Asset Management System (AMS)
About SCMP Discussion Board	The MOHFW Asset Management System (AMS) is a web-based portal accessible to the Ministry of Health and family Welfare (MOHFW), Procuring Entities, I Directors, Drug Administration, Hospitals and stakeholders. This comprehensive system contains the features of product catalog, procurement planning of goods services, package development, tracking of procurement packages and linkage with drug registration database.
> Logistics News	
Documents	
Contact Os	
Login Don't have any account? O	sset Management System - A module within set Management System - A module within the MOHFW Supply Chain Management Portal
Jser Name	ead more >
Password	
member Me 🗐	
og in	
eate an account	
rgot your password?	

There are 5 (five) types of users in AMS as follows:

Facility Operator Users
 Facility Manager Users
 CMSD Users
 NEMEW Users
 Admin Users

After logged in you will find different screen based on users operational activities and permission set thereon.

2. National Dashboard

The second menu is **National Dashboard** menu from where you will find MOHFW Asset and Maintenance status of all health facilities at a glance. Details are describe below -**2.1. Asset Status Dashboard**



		Asset Ma	nagem	nent D	ashboard			
	# of Assets	- 875	ď		# of /	Assets - 4	8	ď
	Total Cost (BDT) - 7	73,35,99,018			Waitir	ng for Repair	8	
	Asset Classification	by Status			Install	ation Delay		7 11
SL	Present Status	# of Assets		SL	Duration		# of Assets	
1	Functional	842	95.25%	1	less than 1 Month		569	68.23%
2	Not Installed	38	4.30%	2	between 1-3 Month		64	7.67%
3	Not Working	4	0.45%	3	between 3-6 Month		34	4.08%
4	Waiting for Issue at CMSD	0	0.00%	4	between 6-12 Month		74	8.87%
5	TOTAL	884		5	more than 1 Year		93	11.15%
SL	Repair Dela	ay # of Assets	C al		Repair Co	mpletion Ratio	0	C.11
1	between 1-3 Month	2	100.00%	SL	Maintained By		# of Assets	
2	TOTAL	2		1	Self		2	100%
				2	TOTAL		2	
	Cost Service F	Ratio	C" .11					
SL	Maintenance Completion Date	Total Maintenance	Cost (BDT)					
1	Nov 2016		0					
2	TOTAL		0					

		As	set Classifica	ation by Status		
Show 10	• entries				Search:	
SL 🔶	Facility Name 🔺	Tag/Asset 🌲	Asset Code 👙	Asset Name 🔶	Asset Group 👙	Purchase Value (BDT) 🖨
Functiona	al					
1	Jhenaidah District Hospital	EQBD00821	MH00040	Anesthesia Machine	Anesthesia equipment	8,18,100
2	Jhenaidah District Hospital	EQBD00822	MH00040	Anesthesia Machine	Anesthesia equipment	3,29,000
3	Jhenaidah District Hospital	EQBD00834	MH00040	Anesthesia Machine	Anesthesia equipment	11,68,710
4	Jhenaidah District Hospital	EQBD00679	MH00299	Dental Unit with air compressor	Anesthesia equipment	1,97,960
5	Jhenaidah District Hospital	EQBD00671	MH01607	Ventilator, ICU, Adult	Anesthesia equipment	18,90,000
6	Jhenaidah District Hospital	EQBD00815	MH01117	Refrigerator, blood bank, ≥180 unit capacity	Blood Bank equipment	10,02,804
7	Jhenaidah District Hospital	EQBD00669	MH00343	ECG Machine, 6 Channel	Cardiology	1,73,470



2.2. Maintenance Performance Dashboard

2.3. Asset Process Flow Chart

The AMS asset record keeping flow chart are given below:



3. Data Entry by Health Facility in AMS

3.1. How to Login as Facility User

At Facility level there is two type of Users in AMS and the users are 1) Operator: Who will give initial data entry into Asset Register, prepare receive invoices and issue assets to department.

2) Asset Manager: Who will verify the data entered by Operator and make the data available for publish and secondly who will open Asset Maintenance Ticket.

mdhospital_operator	
emember Me 🗆	
Log in	
<u></u>	
fter logged in the fo	Illowing window will appear:
fter logged in the fo	Illowing window will appear: MOHFW Asset Management System (AMS)
fter logged in the fc > Home > About SCMP	Dillowing window will appear: MOHFW Asset Management System (AMS) The MOHFW Asset Management System (AMS) is a web-based portal accessible to the Ministry of Health and family Welfare (MOHFW), Procuring Entities, Directors, Dura Administration, Hoppilal and stakeholders. This comprehensive system contains the features of product catalon, procurement planning of poods
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Fiter logged in the fc > Home > About SCMP > Discussion Board > Logistics News > Documents > Contact Us	Billowing window will appear: MOHFW Asset Management System (AMS) The MOHFW Asset Management System (AMS) is a web-based portal accessible to the Ministry of Health and family Welfare (MOHFW), Procuring Entities, Directors, Drug Administration, Hospitals and Stakeholders. This comprehensive system contains the features of product catalog, procurement planning of goods services, package development, tracking of procurement packages and linkage with drug registration database. Sest Management System sest Management System set Management System

From the left side of the above screen you will be seen your logged on as which user and your facility name. Then press
 ⁶⁰ button to go to landing page view of AMS website for Health Facility as shown in below:

User Guide for Asset Registry of Asset management System



• From the above landing page you will found 4 (four) menus and a Dashboard as follows:

*	HEALTH FACILITY DASHBOARD	NATIONAL DASHBOARD	ASSET REPORTS	MAINTENANCE REPORTS
---	---------------------------	--------------------	---------------	---------------------

Health Facility Dashboard
 National Dashboard
 Asset Reports
 Maintenance Reports

3.2. Health Facility Dashboard

To go inside the **Health Facility Dashboard** menu you need to click on

dashboard displayed 8 (eight) blocks showing various status of health facility's assets and maintenance activities waiting for action -



3.2.1. Fixed Asset Register at Health Facility

The Health Facility Dashboard
 First part has shown the status of total number of published assets have in the facility for example 24 Published means the health facility have 24 different type of assets in their Asset Register. And second part in right side of the Dashboard has shown the assets Waiting for Publish means the assets has been entered by Facility Operator user which are waiting for verified by Facility Asset Manager.

You have 64 Assets

To see details of those assets you have to go "Asset Register" section by clicking
 63
 Published
 button from the following screen:

shed button from the following screen:

SL I Image: 1 Image: 1 Image: 1 Image: 1	Tag/Asset EQBD00001 EQBD00002 EQBD00003 EQBD00004	Asset Code MH01685 MH01680 MH01698 MH01698	Asset Name Analyzer, Blood Gas Air Conditioner, Split Type, 2 Ton X-Ray Machine- C-Arm Analyzer, Chemistry Semi-	Asset Status Not Working (Fault Observed) Not Working (Fault Observed) Not Working (Fault Observed)	Date of Acceptance 18/05/2016 05/11/2014 20/09/2015	Last Date of warranty 05/08/2016 31/10/2015 31/07/2016	Unit Price (BDT) 2,000,000 65,000 45,000,000	Procuring Entity Self Self CMSD	Source of Fund GOB-Dev RPA(GOB)	Action Barcode Operatio Maintenance Detai Barcode Operatio Maintenance Detai Barcode Operatio
0 1 8 0 2 8 0 3 8 0 4 8 0 5 8 0 6 8	EQBD00001 EQBD00002 EQBD00003 EQBD00004	MH01685 MH01680 MH01698 MH01682	Analyzer, Blood Gas Air Conditioner, Split Type, 2 Ton X-Ray Machine- C-Arm Analyzer, Chemistry, Semi-	Not Working (Fault Observed) Not Working (Fault Observed) Not Working (Fault Observed)	18/05/2016 05/11/2014 20/09/2015	05/08/2016 31/10/2015 31/07/2016	2,000,000 65,000 45,000,000	Self Self CMSD	GOB-Dev RPA(GOB)	Barcode Operation Maintenance Detail Barcode Operation Maintenance Detail Barcode Operation
2 8 0 3 8 0 4 8 0 5 8 0 6 8	EQBD00002 EQBD00003 EQBD00004	MH01680 MH01698 MH01682	Air Conditioner, Split Type, 2 Ton X-Ray Machine- C-Arm	Not Working (Fault Observed) Not Working (Fault Observed)	05/11/2014 20/09/2015	31/10/2015 31/07/2016	65,000	Self CMSD	GOB-Dev RPA(GOB)	Barcode Operation Maintenance Detail Barcode Operation
3 8 4 8 5 8 6 6	EQBD00003 EQBD00004	MH01698 MH01682	X-Ray Machine- C-Arm	Not Working (Fault Observed)	20/09/2015	31/07/2016	45,000,000	CMSD	RPA(GOB)	Barcode Operation
9 4 8 9 5 8 9 6 8	EQBD00004	MH01682	Analyzer Chemistry Semi-							Maintenance Detail
0 5 E			auto	Functional	02/01/2016	03/01/2018	600,000	Donor	RPA(JICA)	Barcode Operation
0 6 E	EQBD00005	MH01682	Analyzer, Chemistry, Semi- auto	Not Working (Fault Observed)	02/01/2016	03/01/2018	600,000	Donor	RPA(JICA)	Barcode Operation
	EQBD00006	MH01682	Analyzer, Chemistry, Semi- auto	Functional	02/01/2016	03/01/2018	600,000	Donor	RPA(JICA)	Barcode Operation
0 7 E	EQBD00007	MH01698	X-Ray Machine- C-Arm	Not Working (Fault Observed)	04/08/2016	31/03/2017	45,000,000	CMSD	RPA(GOB)	Barcode Operation
) 8 E	EQBD00008	MH01698	X-Ray Machine- C-Arm	Not Working (Fault	01/08/2016	31/03/2017	45,000,000	CMSD	RPA(GOB)	Barcode Operation

- The Fixed Asset Register at Health Facility can be updated in following 3 (three) ways:
 - **1)** *Record Keeping of all Exiting Assets:* This option is used once for all first time when impementing the AMS system at that Facility.
 - **2)** Received Asset from CMSD: This option is used for those asset send by CMSD which procured by CMSD under Government or Donors fund.
 - **3)** Direct Received at Health Facility: Sometimes CMSD has procured equipment and instructed suppliers to send those assets direct to health facility or Health Facilityy can procured equipment in their own fund or receive equipment as donation from donor. All those receive information have to enter into Fixed Asset Register through using this option.

3.2.2. How to add existing assets in Asset Register by Facility Operator

- Health Facility Operator has the previlage to enter the data into Asset Register so fisrt you need to log on as Facility Operator user to add existing asset in asset register.
- To taking existing assets information into Asset Register, the Facility Operator user need to

click **Published** status box and after clicking the following screen will arrive:

Fixed Asset Register at Health Facility Moulvibazar District Hospital											
ow	10	▼ entries							3	Search:	🕇 Add New 🚔
		7	Asset			Date of	Last Date	Unit	Procuring	Source	2010
	SL	Tag/Asset	Asset Code	Asset Name	Asset Status	Date of Acceptance	Last Date of Warranty	Unit Price (BDT)	Procuring Entity	Source of Fund	Action

• Click + Add New button to add an existing asset in the Asset Register.

• After pressing **Add New** button the following screen will be arrived:

Asset Code*	input here	Asset Name*	input here	Select Ass	et
Jnit Price (BDT)*		input here	Asset Brand*	input here	
Jseful Life (Year)*		input here	Asset Model #*	input here	
Rate of Depreciation (%)*		input here	Supplier*	select here	Y
Asset Status*	select here	×	Manufacturer*	select here	¥
ocation ndication	input here		Department*	Administration	¥
Manufacturer Serial No	input here		Section*	Accounts	
Procuring Entity*	Self	•	Date of Installation	input here	
Source of Fund	select here	•	Date of Provisional Receipt	input here	
Country of Origin	select here	*	Date of Acceptance *	input here	
Salvage Value		input here	Last Date of Warranty*	input here	
Remarks	input here				

• The following screen shows the assets list which available in MOHFW Product Catalog and TOE.

			ſĊĬic	k on table Ro	w to select an asset	1			
		Asset Group	All			▼			
Show 10) • entries						Sear	ch:	
SL	Asset Code	Asset Name		иом	Asset Group	Unit Price (BDT)	Useful Life (Year)	Rate of Depreciation (%)	
1	MH01700	A new product		Nos.	Medical Equipment	0	10	10	
2	MH00003	Air Conditioner, Cassette type, 3 to	on	Nos.	Office Equipment	0	5	10	
3	MH00004	Air Conditioner, Ceiling, 4.5 ton		Nos.	Office Equipment	0	5	20	
4	MH01680	Air Conditioner, Split Type, 2 Ton		Nos.	Office Equipment	0	5	20	

• You need to select your desire asset name by searching by name. Search can be done either way group-wise as well as a portion of an asset name:

User Guide for Asset Registry of Asset management System

			[Click	k on table Ro	ow to select an asset	1		
		Asset Group	Medical Equipr	ment		•		
ow 10	o • entries						Sear	ch: X-r
SL	Asset Code	Asset Name		иом	Asset Group	Unit Price (BDT)	Useful Life (Year)	Rate of Depreciation (%)
1	MH01659	Autoprocessor,for X-Ray		Nos.	Medical Equipment	0	5	20
2	MH01689	X-Ray Machine 300ma, Analog	Nos.	Medical Equipment	0	5	2	
3	MH01698	X-Ray Machine- C-Arm		Nos.	Medical Equipment	45000000	5	2
4	MH01647	X-Ray, 1000mA, digital, double de	etector	Nos.	Medical Equipment	0	5	2
5	MH01648	X-Ray, 1000mA, digital, single del	tector	Nos.	Medical Equipment	0	5	2
6	MH01649	X-Ray, 10mA, analog, dental		Nos.	Medical Equipment	0	5	2
7	MH01652	X-Ray, 300mA, digital, portable		Nos.	Medical Equipment	0	5	2
8	MH01653	X-Ray, 500mA, analog,		Nos.	Medical Equipment	0	5	2
9	MH01654	X-Ray, 500mA, digital, double def	tector	Nos.	Medical Equipment	0	5	2
10	MH01655	X-Ray, 500mA, digital, single dete	ector	Nos.	Medical	0	5	2

• You just write a portion of name of the asset, for example if you want to select X-Ray machine type "x-r" in search box all related to "x-r" will be arrived in your screen from those select your desire one:

Asset Code*	MH01648	Asset Name*	X-Ray, 1000mA, digital, sin	gle detector Select	Asset	
Unit Price (BDT)*		0	Asset Brand*	input here		
Useful Life (Year)*		5	Asset Model #*	input here		
Rate of Depreciation (%)*		20	Supplier*	select here	,	
Asset Status*	select here	¥	Manufacturer*	select here	,	
Location Indication	input here		Department*	Administration	,	
Manufacturer Serial No	input here		Section*	Accounts		
Procuring Entity*	Self	¥	Date of Installation	input here		
Source of Fund	select here	•	Date of Provisional Receipt	input here		
Country of Origin	select here	v	Date of Acceptance *	input here		
Salvage Value		input here	Last Date of Warranty*	inp <mark>u</mark> t here		
Remarks	input here					
		Submit	Cancel			

• Now fill-up the following all fields, out of (*) marking fields are mandatory and others are non-mandatory fields and some are need to pick from combo list:

	initio rosto		Artay, recently aloraly sin	bic detector		
Unit Price (BDT)*		120000	Asset Brand*	Siemens		
Useful Life (Year)*		5	Asset Model #*	SI-2013/06/024		
Rate of Depreciation (%)*		20	Supplier*	Aboroni Traders		
Asset Status*	Functional	•	Manufacturer*	Siemens Bangladesh Ltd.		
Location Indication	Administrative I	Buliding, 1st Floor	Department*	Gynecology and Obstetrics		
Manufacturer Serial No	SI-2013/06/024/	001	Section*	Gynecology and Obstetrics Labo		
Procuring Entity*	Donor		Date of Installation	10/07/2013		
Source of Fund	KfW	•	Date of Provisional Receipt	01/07/2013		
Country of Origin	China	T	Date of Acceptance *	05/07/2013		
Salvage Value		input here	Last Date of Warranty*	30/06/2015		
Remarks	input here					
		Submit	Cancel			
er entering all	required and	necessary fields	you need to press	Submit button to save		
existing asset i	n Asset Regis	ster.				

•	23	EQBD00031	MH01700	A new product	Functional	10/08/2016	18/07/2016	11,110	Self		Operation
•	24	EQBD00032	MH01649	X-Ray, 10mA, analog, dental	Not Installed Not yet Published	08/06/2016	30/06/2017	120,450	CMSD	RPA(GOB)	Operation

- From the above screen you find the newly entered asset in the list. You can click on button to see detail information of that asset and click again stock the details.
- You will have seen in the above screen
 Barcode Operation
 buttons and one
 Maintenance Detail
 button under in right most side of the screen.

• Clicking the 🖭 button and you will find the following details information of an asset:

٢	20	EQBD00028	MH01648	X-Ray, 1000mA, digital, single detector	Functional	22/07/2013	30/06/2015	120,350	CMSD	RPA(GOB)	Operation		
	Da	ite of Provisiona	al Receipt: 15	/07/2013		Dep Labo	rtment, Section	: Gynecology a	and Obstetrics, G	iynecology an	d Obstetrics		
	As	set Brand: Siem	ens			Date	Date of Installation: 31/07/2013						
	Su	pplier: M/s. Mith	nun Medical H	all		Asse	Asset Model #: SI-2013/06/024						
	Lo	cation Indicatio	on: 2nd Floor I	Room no. 303		Mar	Manufacturer: Siemens Bangladesh Ltd.						
	Co	untry of Origin	: Korea, Demo	cratic People's Republic of	Mar	ufacturer Serial	No: SI-2013/06	5/024/003					
	Remarks:												

3.2.3. How to verify added existing assets by Facility Asset Manager

- Eash Health Facility will have an Asset Manger whos resposibility would be all assets are recorded in Asset Register, ensuring all information are correct and up-to-date, also he/she will be reposible to open maintenance ticket in case of an asset become out of order or need to change asset status of any assets.
- To do all above mentioned task fisrt you need to log on as Facility Manager user.
- After logged on as Asset Manager you will finds the following screen:

You have 64 Assets	You have 0 Assets
63 1 Published Waiting for Publish	Waiting for Receive from CMSD

• To taking existing assets into Asset Register the Facility Manager user have to click

	arch	ig for Fub	IISH	status box and	:						
•	22	EQBD00030	MH01682	Analyzer, Chemistry, Semi- auto	Functional	15/06/2014	31/05/2015	600,000	Donor	RPA(GOB)	Operation
•	23	EQBD00031	MH01700	A new product	Functional	10/08/2016	18/07/2016	11,110	Self		Operation
•	24	EQBD00032	MH01649	X-Ray, 10mA, analog, dental	Not Installed	08/06/2016	30/06/2017	120,450	CMSD	RPA(GOB)	Operation Publish

- The Asset Manager needs to check all information whether corrrect or not or need any modification which has been entered by Facility Operator.
- After that Asset Manager needs to click on **Publish** button to viewable the existing assets in front of other users/stakeholders for their next course of action and after clicking the publish button following screen will arrive:

•	20	EQBD00028	MH01648	X-Ray, 1000mA, digital, single detector	Functional	22/07/2013	30/06/2015	120,350	CMSD	RPA(GOB)	Operation
٠	21	EQBD00029	MH01685	Analyzer, Blood Gas	Not in Use	05/09/2016	05/09/2016	2,000,000	Self		Operation
•	22	EQBD00030	MH01682	Analyzer, Chemistry, Semi- auto	Functional	15/06/2014	31/05/2015	600,000	Donor	RPA(GOB)	Operation
•	23	EOBD00031	MH01700	A new product	Functional	10/08/2016	18/07/2016	11 110	Self		Constant
•	24	EQBD00032	MH01649	X-Ray, 10mA, analog, dental	Functional	08/06/2016	30/06/2017	120,450	Donor	RPA(GOB)	Operation

3.2.4. Need to generate Barcode by CMSD after added Existing Asset of Health Facility

- To generate barcode you have to Log on as **CMSD User**.
- After entering the existing assets in Asset Register at Health Facility, CMSD will generate barcode for those assets. The following CMSD Dashboard shows that there are **5 Existing** Asset Waiting for Barcode Generation:



]
how	50	entries						Search:)
	SL	Tag/Asset	Asset Code	Asset Name	Unit Price (BDT)	Date of Acceptance	Last Date of Warranty	Supplier	Action	
ŧ	1	EQBD00001	MH01685	Analyzer, Blood Gas	2,000,000	18/05/2016	05/08/2016	Al Helal Bostraloy	Barcode	
•	2	EQBD00002	MH01680	Air Conditioner, Split Type, 2 Ton	65,000	05/11/2014	31/10/2015	Singer Bangladesh Ltd.	Barcode	
•	3	EQBD00003	MH01698	X-Ray Machine- C-Arm	45,000,000	20/09/2015	31/07/2016	Aboroni Traders	Barcode	
t	4	EQBD00009	MH00004	Air Conditioner, Ceiling, 4.5 ton	250,000	04/01/2014	31/01/2015	Singer Bangladesh Ltd.	Barcode	
Ð	5	EQBD00010	MH01682	Analyzer, Chemistry, Semi-auto	600,000	29/11/2014	31/10/2015	Astute Electronics	Barcode	
ŧ	6	EQBD00020	MH00022	Analyzer, Chemistry, Semi-auto	120,000	05/04/2014	31/05/2015	Aboroni Traders	Barcode	
ŧ	7	EQBD00021	MH01648	X-Ray, 1000mA, digital, single detector	120,000	05/07/2013	30/06/2015	Aboroni Traders	Barcode	
t	8	EQBD00024	MH01700	A new product	20,000	23/08/2016	26/08/2016	N/A	Barcode	
t	9	EQBD00027	MH01649	X-Ray, 10mA, analog, dental	120,350	21/07/2013	30/06/2015	M/s. Mithun Medical Hall	Barcode	
€	10	EQBD00028	MH01648	X-Ray, 1000mA, digital, single detector	120,350	22/07/2013	30/06/2015	M/s. Mithun Medical Hall	Generate Barcode	

•

Generate Code button is used to generate barcode. To generate new barcode you The have to click on red marked "Generate Code" button and the system automatically generate barcode for that existing asset and a pop-up message box showing for confirmation of successful generation of barcode:

now	10	• entries						Search:		
	SL	Tag/Asset	Asset Code	Asset Name	Unit Price (BDT)	Date of Acceptance	Last Date of Warranty	Supplier	Action	^
Ð	1	EQBD00001	MH01685	Analyzer, Blood Gas	2,000,000	18/05/2016	05/08/2016	Al Helal Bostraloy	Barcode	
Ð	2	EQBD00002	MH01680	Air Conditioner, Split Type, 2 Ton	65,000	05/11/2014	31/10/2015	Singer Bangladesh Ltd.	Barcode	
Ð	3	EQBD00003	MH01698	X-Ray Machine- C-Arm	45,000,000	20/09/2015	31/07/2016	Aboroni Traders	Barcode	
Ð	4	EQBD00009	MH00004	Air Conditioner, Ceiling, 4.5 ton	250,000	04/01/2014	31/01/2015	Singer Bangladesh Ltd.	Barcode	
Ð	5	EQBD00010	MH01682	Analyzer, Chemistry, Semi-auto	600,000	29/11/2014	31/10/2015	Astute Electronics	Barcode	
Ð	6	EQBD00020	MH00022	Analyzer, Chemistry, Semi-auto	120,000	05/04/2014	31/05/2015	Aboroni Traders	Barcode	
D	7	EQBD00021	MH01648	X-Ray, 1000mA, digital, single detector	120,000	05/07/2013	30/06/2015	Aboroni Traders	Barcode	
	8	EQBD00024	MH01700	A new product	20,000	23/08/2016	26/08/2016	N/A	Barcode	

scmpbd.org says:		×
Do you really want to generate code?		
	ОК	Cancel

And after clicking on **"OK"** the following window will appear: •

	Code Generation-Existing Asse	t
Sack		â
	Health Facility: Moulvibazar District Hospital Tag / Asset #: EQBD00027 Asset Code: MH01649 Asset Name: X:Ray, 10mA, analog, dental Department: Ophthalmology Section: Ophthalmology Ward Model #: SI-2013/06/024 Brand #: Siemens Procuring Entity: CMSD Supplier: M/s. Mithun Medical Hall Manufacturer: Siemens Bangladesh Ltd. Date of Acceptance: 21/07/2013 Last Date of Warranty: 30/06/2015	

• After generating barcode by CMSD automatically a **Barcode** icon will have arrived in the right most column of the Facility Fixed Asset Register and the screen look like as follows:

•	13	EQBD00020	MH00022	Analyzer, Chemistry, Semi- auto	05/04/2014	31/05/2015	120,000	Aboroni Traders	Donor	RPA(GOB)	Operation
•	17	EQBD00024	MH01700	A new product	Functional	23/08/2016	26/08/2016	20,000	Donor	KfW	Barcode Operation Maintenance Detail
•	18	EQBD00026	MH01700	A new product	Functional	23/08/2016	25/08/2016	2,000	CMSD	KfW	Barcode Operation Maintenance Detail
٠	19	EQBD00027	MH01649	X-Ray, 10mA, analog, dental	Functional	21/07/2013	30/06/2015	120,350	CMSD	RPA(GOB)	Barcode Operation

• When you click Barcode button the following screen will appear and from the barcode you can see detail of that asset and if you scan by a barcode scanner or by using your mobile phone, you will able to cross check the visible information with Asset Register information maintained by Health Facility and physically existence of that asset:



3.2.5. How to give entry of asset Receive from CMSD

• The status always updated in the Health Facility Dashboard after entering any action taken for asset **Receive from CMSD** whether waiting or not as shown in the following screen:



You have 0 Assets

• To give entry of asset Receive from CMSD, you need to click on Waiting for Receive from CMSD status box and after clicking the following window will appear:

	Receive Asset from CMSD Moulvibazar District Hospital												
now	10	entries							Search:				
	SL	Tag/Asset	Asset Code	Asset Name	Unit Price (BDT)	Asset Status	Date of Acceptance	Receive Date	Date of Installation	Source of Fund			
Ð	1	EQBD00007	MH01698	X-Ray Machine- C-Arm	45,000,000	Repairable	10/04/2016	04/08/2016		RPA(GOB)			
Q	2	EQBD00008	MH01698	X-Ray Machine- C-Arm	45,000,000	Functional	10/04/2016	04/08/2016		RPA(GOB)			
9	3	EQBD00012	MH01647	X-Ray, 1000mA, digital, double detector	250,000	Functional	10/09/2015	20/09/2015		RPA(GOB)			

After that you need to click on After that you need to click on as shown in above screen button and after clicking the button the following window will appear where you need to select asset first by

clicking Select Asset button:

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		Receive Ass Moulvibazar l	et from CMSD District Hospital		
B ack					
Tag/Asset*	input here		Select Asset		
Department*	Administration	٣	Asset Status*	Not Installed	۲
Section*	Accounts	٠	Location Indication	input here	
Receive Date	13/08/2016				
		Submit	Cancel		

• After pressing Select Asset button the following popup window will be arrived where you find available asset list waiting to receive which sent by CMSD:

				Receive Asset from	CMSD			
Back	entries			Click on table Row to select	HOSPITAI an asset]		Search:	
SL	Asset Tag/ Code/ Name	Date of Acceptance/ Receipt/ Installation	Asset Status/ Last date of Warranty	Supplier/ Manufacturer/ Manufacturer Serial No	Brand/ Model	Country of Origin/ Source of Fund	Book Value/ Useful Life (Year)/ Rate of Depreciation (%)	Procuring Year/ Package No/ Contract No/ Lot No
1	EQBD00018 MH00042 Anesthesia Machine, with ventilator, Yolk 2+2	20/04/2016	Not Installed 30/04/2017	JMI Syringes and Medical devices Ltd General Meditech Inc. China 2016/04/02	GEC GEC-2016	China RPA(GOB)	0.00 5 20.00	2016-17 G-1120 DGFP/L&S-2/2011- 12/6734/608 L-1

• After selecting the asset you need to input following information:

	Recei Moulv	ve Asset from CMSD ibazar District Hospital		
Back				
Tag/Asset*	EQBD00018	Select Asset		
Department*	Orthopedics and Trauma Surgery	 Asset Status* 	Functional	• •
Section*	Orthopedics and Trauma Surgery Ward	Location Indication	Room no-002	
Receive Date	22/04/2016			
	Su	ubmit Cancel		

1) Department*: Issuing department of the asset.

2) Section*: Section under Issuing Department of the asset.

3) Receive Date: Date of receive asset by department.

4) Asset Status*: Need to select Functional/Not Installed option from asset status list.

- 5) *Location:* Indication of location where you need to installed or issues.
- After entering all above fields you need to press Submit button to save the receive invoice.

Note: This Receive from CMSD information entry need to give when Health Facility have all information in hand (installation, allocation of department/section, asset status-functional etc. This entry process option not like other two options - after receiving the asset at facility, generate code by CMSD and issue to department.

3.2.6. How to give entry of asset Direct Receive at Facility

Direct Receive at Facility

• The status always updated in **Health Facility Dashboard** after entering any action taken for asset **Direct Receive at Facility** whether waiting or not as shown in below screen:

Re	ceive a	at Fac	Direct	. Receive	at	racincy,	CIICK	U
curen	nent, dona	tion & d	atus box	and after clic	king the	following	window	wil
ve:					0	0		
			Direct Receive	Invoice at Health Fac	ility			
							+ Add Receive I	nvoice 🧯
							S	
how 10 + e	entries						Search:	
how 10 + e SL	ntries Receive Invoice No	Receive Invoice Date	Year	Contract No	Package No	Lot No	Search:	ion
how 10 + e SL 1	Receive Invoice No	Receive Invoice Date 01/01/2016	Year 2016-17	Contract No CMSD/Proc-127/HPNSDP/G- 1198/ICB/2011-2012/D-5/40	Package No G-2016	Lot No L-01	Search: Act	ion Delete
how 10 - C	Intries Receive Invoice No JICA/2016/001 1 entries	Receive Invoice Date 01/01/2016	Year 2016-17	Contract No CMSD/Proc-127/HPNSDP/G- 1198/ICB/2011-2012/D-5/40	Package No G-2016	Lot No L-01	Search:	ion Delete
how 10 r 4	Receive Invoice No JICA/2016/001 1 entries	Receive Invoice Date 01/01/2016	Year 2016-17	Contract No CMSD/Proc-127/HPNSDP/G- 1198/ICB/2011-2012/D-5/40	Package No G-2016	Lot No	Search: Act	ion Delete 1 Ne
how 10 + 4	Intries Receive Invoice No JICA/2016/001 1 entries	Receive Invoice Date	Year 2016-17	Contract No CMSD/Proc-127/HPNSDP/G- 1198/ICB/2011-2012/D-5/40	Package No G-2016	Lot No	Search: Act Receives Previous	ion Delete 1 Ne
how 10 • 4 5L 1 howing 1 to 1 of how 10 • 6	Intries Receive Invoice No JJCA/2016/001 1 entries Intries	Receive Invoice Date	Year 2016-17	Contract No CMSD/Proc-127/HPNSDP/G- 1198/ICB/2011-2012/D-5/40	Package No G-2016	Lot No L-01	Search: Control Contro	ion Delete 1 Ne Item 🚔 (

• Then to add asset waiting for direct receive at facility, click on button. The entry will be given as follows:

+ Add Receive Invoice

and a	Di	rect Receive Invoice at Health Faci	lity	
R ceive Invoice No	input here	Package No*	input here	
ceive Invoice Date	13/08/2016	Contract No	input here	
far*	2016-17	• Lot No	input here	
Romarks	input here			
		h		
		Submit Cancel		
			+ Add Rec	eive Ite

- Enter the following fields as shown in the above screen -
 - 1) Receive Invoice No: Receive Invoice no of the asset
 - 2) *Receive Invoice Date:* Receive invoice date
 - 3) Package No*: Package no of the procured asset
 - 4) Year*: Year of procurement of the asset
 - 5) Contact No: Contract no of procured asset
 - 6) Lot No: Lot no if asset issue splitting in Lots
 - 7) *Remarks*: Write any special instruction if any.

User Guide for Asset Registry of Asset management System

eceive Invoice No	RPA(JICA)-25/08/002	Package No*	G-2016/2
eceive Invoice Date	04/05/2016	Contract No	CMSD/Proc-15/HPNSDP/G-1104(ICB)/2011-2012/D-3/59
ear*	2016-17	Lot No	Input here
emarks	This asset procured under RPA(JCA) and send the equipment by supplier direct to facility as instructed by CMSD		

After select the asset waiting for receive the following screen shows that there are no more asset waiting for receive:

Show	10								Search	:	
s	iL	Asset Code	Asset Name	Unit Price (BDT)	Date of Acceptance	Asset Brand	Asset Model #	Supplier	Procuring Entity	Source of Fund	Action
٠						No data available ir	n table				

to

Add Receive Item After entering Receive Invoice Header part, you need to click on • select asset from Asset Catalog, Received Quantity and other information as follows:

Asset Code*	input here Asset Name*	input here	Select Asset
Received Qty*	input here	Unit Price (BDT)*	input here
Asset Brand*	input here	Useful Life (Year)*	input here
Asset Model #*	input here	Rate of Depreciation (%)*	input here
Procuring Entity*	CMSD *	Supplier*	select here
Source of Fund	select here	Manufacturer*	select here
Country of Origin	select here	Date of Provisional Receipt	input here
Salvage Value	input here	Date of Acceptance *	input here
Remarks	input here	Last Date of Warranty*	input here
	Submit	ancel	
			+ Add Receive Item

1) Asset Code* & 2) Asset Name*: Automatically arrived after your select asset from Select Asset

asset combo.

- 3) *Received Qty**: Quantity of asset received
- 4) Unit Price*: Unit price of procured asset
- 5) Asset Brand*: Brand name of the procured asset
- 6) Asset Model #*: Model of the asset

7) Useful Life and 8) Date of Depreciation:

The Useful Life and Depreciation fields will be arrived automatically based on selection of Asset group. Presently there are two Group of Assets 1) Office Equipment & 2) Medical Equipment in the system and there Useful Life and Rate of Depreciation of these two groups have been set for 5 years & 20% and 10 years & 10% respectively.

Asset Code*	MH00360 Asset Name*	Electrosurgical unit (Diathermy	7), 300W Select Asset
Received Qty*	2	Unit Price (BDT)*	300000
Asset Brand*	Siemens	Useful Life (Year)*	5
Asset Model #*	SI#2016/05	Rate of Depreciation (%)*	20
Procuring Entity*	CMSD	Supplier*	Himalaya Trading Corporation
Source of Fund	RPA(JICA)	Manufacturer*	Siemens Bangladesh Ltd.
Country of Origin	Japan 🔹	Date of Provisional Receipt	04/05/2016
Salvage Value	input here	Date of Acceptance *	08/05/2016
Remarks	The equipment has send by <u>CMSD</u> direct to facility through sipplier's carrier	Last Date of Warranty*	31/05/2017

- 9) Procuring Entity*: There are three types of Procuring Entity
 - i) CMSD ii) Donor & iii) Self

Out of those you need to select one based on your requirement.

2	Unit Price (BDT)*	200000
		300000
Siemens	Useful Life (Year)*	5
SI#2016/05	Rate of Depreciation (%)*	20
CMSD *	Supplier*	Himalaya Trading Corporation
RPA(JICA)	Manufacturer*	Siemens Bangladesh Ltd.
select here DPA Global Fund	Date of Provisional Receipt	04/05/2016
GOB-Dev GOB-Rev	Date of Acceptance *	08/05/2016
IDA KfW RPA(GOB)	Last Date of Warranty*	31/05/2017
RPA(IICA) UNFPA USAID		
	Si#2016/05 CMSD CMSD CMSD RPAQICA) Select here DPA Global Fund GOB-Dev GOB-Rev IDA K/W RPA(GOB) RPAQICA) UNFPA USAID Submit C	Si#2016/05 Rate of Depreciation (%)* CMSD • RPA(J(CA) • Select here DPA Global Fund GOB-Rev GOB-Rev Date of Provisional Receipt DA KfW RPA(GOB) RPA(GOB) RPA(GOB) RPA(GOB) RPA(JCA) UNFPA USAID Submit

10) Source of Fund: Under which fund to procure the asset need to put here from the prelisted combo.

11) Salvage Value: Put salvage/scrap value if the valuation can assess in advance.

12) Suppliers*: It's a prelisted suppliers list you need to select one from the list.

13) *Manufacturer**: It's also a prelisted list need to select one name.

14) Date of Provisional Receipt & 15) Date of Acceptance*: Actual date of receipt of the equipment and after completing survey the date of acceptance need to put here.
16) Last Date of Warranty*: Based on this date maintenance ticket will be automatically generated and whether go to CMSD or NEMEW.
17) Remarks: If any write here.

• After entering all above information, you need to press Submit button to save the asset and the following screen will arrive:

Show	ow 10 • entries Search:										
	SL	Asset Code	Asset Name	Unit Price (BDT)	Date of Acceptance	Asset Brand	Asset Model #	Supplier	Procuring Entity	Source of Fund	Action
۲	1	MH00360	Electrosurgical unit (Diathermy), 300W	300000	08/05/2016	Siemens	SI#2016/05	Himalaya Trading Corporation	CMSD	RPA(JICA)	Edit Delete

3.2.7. Barcode Generation of Asset Direct Receive at Facility

- After entering the receive invoice you need to send the information to CMSD to generate barcode and the system automatically send the file to CMSD to generate barcode.
- After saving the invoice receive at facility a pop-up screen as shown in below will be displayed in CMSD Dashboard that XX of Assets of Health Facility Invoice waiting for Barcode generation.

0 Direct Receive Assets Waiting for QR Code Generation Go to Code Generation - Received at Facility

• The CMSD Dashboard shows the status of available Assets Waiting for Barcode Generation-0 Direct Receive Assets Waiting for

QR Code Generation

Receive at Facility. After clicking the Go to Code Generation - Received at Facility status box and the following screen will arrive:

				Code Ge	eneration-Receiv	ed at Facility	/			
Shov	v 10	~ entries						Searc	:h:	
	SL	Receive Invoice No/Receive Invoice Date	Asset Code/ Name	Date of Acceptance/ Receipt/ Warrenty	Supplier/ Manufacturer/ Manufacturer Serial No	Brand/ Model	Country of Origin/ Source of Fund	Book Value/ Useful Life (Year)/ Rate of Depreciation (%)	Received Qty	Action
•	1	JICA/2016/001 01/01/2016	MH01682 Analyzer, Chemistry, Semi-auto	02/01/2016 07/01/2016 03/01/2018	Aboroni Traders General Electrics	GE GE-2016/21		600000.00 5 20.00	3	Bar Code
•	2	RPA(JICA)- 25/08/002 04/05/2016	MH00360 Electrosurgical unit (Diathermy), 300W	08/05/2016 06/05/2016 31/05/2017	JMI Syringes and Medical devices Ltd Siemens Bangladesh Ltd.	Siemens SI#2016/05/001	Japan RPA(JICA)	300000.00 5 20.00	2	G nerate Code

• From the above screen you see there are two icons relating to Barcode.

Bar Code

• The **Dar code** button is used to show already generated barcode. Click on the Green button you will find the printable view of the barcode.

Generate Code

- The **Generate Code** button is used to generate barcode. To generate new barcode you have click on red marked **"Generate Code"** button and the system automatically generate equal no of quantity asset received sequentially one after another.
- After generation of barcode the screen will look like as follows:



				Code Gene	ration-Received	at Facility				
Show	10	• entries						Search:		
	SL	Receive Invoice No/Receive Invoice Date	Asset Code/ Name	Date of Acceptance/ Receipt/ Warrenty	Supplier/ Manufacturer/ Manufacturer Serial No	Brand/ Model	Country of Origin/ Source of Fund	Book Value/ Useful Life (Year)/ Rate of Depreciation (%)	Received Qty	Action
•	1	CMSD/G-1207/001 10/07/2013	MH01647 X-Ray, 1000mA, digital, double detector	20/08/2013 14/08/2013 31/07/2015	Aboroni Traders Siemens Bangladesh Ltd.	Siemens SI-2013/07/020	China RPA(GOB)	520,000 5 20.00	2	Bar Code
(2	JICA/2016/001 01/01/2016	MH01682 Analyzer, Chemistry, Semi-auto	02/01/2016 07/01/2016 03/01/2018	Aboroni Traders General Electrics	GE GE-2016/21		600,000 5 20.00	3	Bar Code
•	3	RPA(JICA)-25/08/002 04/05/2016	MH00360 Electrosurgical unit (Diathermy), 300W	08/05/2016 06/05/2016 31/05/2017	JMI Syringes and Medical devices Ltd Siemens Bangladesh Ltd.	Siemens SI#2016/05/001	Japan RPA(JICA)	300,000 5 20.00	2	Bar Code
Show	10	▼ entries						Search	Previous	1 Next
	SL	Asset Details						Bar Code		
	1	Asset Tag: EQ8D00022 Asset Tag: EQ8D00022 Asset Code: MH01647 Asset Xame: X-Ray, 1000mA, digital, double detector Model: SI-2013/07/020 Brand: Siemens Procuring Entity: CMSD Supplier: Aboroni Traders Manufacturer: Siemens Bangladesh Ltd. Date of Acceptance: 20/08/2013 Last date of Warranty 31/07/2015								
	2	Asset Tag: EQBD00023 Asset Code: MH01647 Asset Name: X-Ray, 10 Model: S1-2013/07/020 Brand: Siemens Procuring Entity: CMSE Supplier: Aboroni Trad Manufacturer: Siemen Date of Acceptance: 20 Last date of Warranty:	00mA. digital, double detect) ers s Bangladesh Ltd. //08/2013 31/07/2015	pr						

• If facility received more quantity of the same asset, the barcode will generate same number of quantity at a time sequentially one after another for example above screen has shown facility received two assets in one invoice so two barcode will be generated automatically and Asset Tag no. would be sequential.

3.2.8. Issue Asset to Department/Ward by Health Facility

• After barcode generated by CMSD, same as above the following screen show in the Health Facility Dashboard that XX asset Waiting for Issuing to Department/Ward:

You have 0 Asset Waiting for Issuing to Department/Ward

Show	Issue Asset to Department/Ward Moulvibazar District Hospital tow 10 • entries Search: Search:										
	SL	Tag/Asset	Asset Code	Asset Name	Unit Price (BDT)	Asset Status	Date of Acceptance	lssue Date	Manufacturer Serial No	Procuring Entity	
٠	1	EQBD00004	MH01682	Analyzer, Chemistry, Semi-auto	600,000	Functional	02/01/2016	01/08/2016	VVTTII	Donor	
٠	2	EQBD00005	MH01682	Analyzer, Chemistry, Semi-auto	600,000	Functional	02/01/2016	02/08/2016	TT/YY/201	Donor	
٠	3	EQBD00006	MH01682	Analyzer, Chemistry, Semi-auto	600,000	Functional	02/01/2016	03/08/2016	EEFFTT	Donor	
٠	4	EQBD00016	MH00360	Electrosurgical unit (Diathermy), 300W	300,000	Functional	08/05/2016	10/05/2016	Sin#2016/05/00002	CMSD	
۲	5	EQBD00022	MH01647	X-Ray, 1000mA, digital, double detector	520,000	Functional	20/08/2013	11/08/2013	SI-2013/08/025/002	CMSD	

• To issue direct received asset at health facility after code generated by CMSD, you need to

Tag/Asset*	input here	Select Asset		
Asset Status*	Not Installed	• Department*	Administration	
Location Indication	input here	Section*	Accounts	•
Issue Date	23/08/2016	Manufacturer Serial No	input here	

	Moulvibazar District Hospital Back [Click on table Row to select an asset] 10 • entries Search:									
Back										
SL	Asset Tag/ Code/ Name	Date of Acceptance/ Receipt/ Installation	Asset Status/ Last date of Warranty	Supplier/ Manufacturer/ Manufacturer Serial No	Brand/ Model	Country of Origin/ Source of Fund	Book Value/ Useful Life (Year)/ Rate of Depreciation (%)	Procuring Year/ Package No/ Contract No/ Lot No		
1	EQBD00017 MH00360 Electrosurgical unit (Diathermy), 300W	08/05/2016	Not Installed 31/05/2017	JMI Syringes and Medical devices Ltd Siemens Bangladesh Ltd.	Siemens SI#2016/05/001	Japan RPA(JICA)	300000.00 5 20.00	2016-17 G-2016/2 CMSD/Proc- 15/HPNSDP/G- 1104(ICB)/2011- 2012/D-3/59		
2	EQBD00023 MH01647 X-Ray, 1000mA, digital, double detector	20/08/2013	Not Installed 31/07/2015	Aboroni Traders Siemens Bangladesh Ltd.	Siemens SI-2013/07/020	China RPA(GOB)	520000.00 5 20.00	2013-14 CMSD/G-1207 CMSD/Proc- 15/HPNSDP/G- 1104(ICB)/2011- 2012/D-3/60 L-4		

• The above screen shows two asset available to issue to department after code generation by CMSD. Now you have to decide which asset you need to issue in which department/section as follows:

Back Tag/Asset* EQBD00017 Select Asset									
Tag/Asset* EQBD00017 Select Asset	Back								
Asset Status* Department* Administration	¥								
Location Indication input here Section*	¥								
Issue Date 16/08/2016 Manufacturer Serial No input here									

• After selection of the desire asset you need to fill following fields to issue the equipment to department/section:

1) Asset Status*: The status whether the issued asset Installed or Not installed select that from Asset status combo.

2) *Department*:* Under which department you want to issue the equipment need to select here from Department combo.

3) *Location Indication:* If you have specific room no/floor where the equipment will issue you have to put here.

4) Section*: Under the issuing department which section the equipment is installed need to select here from the Section combo.

5) Issue Date*: Date of issue of the asset

6) Manufacturing Serial No: Manufacturing Serial no. need to put here.

• The following screen has shown the information after entering above mentioned fields:

Issue Asset to Department/Ward Moulvibazar District Hospital								
Tag/Asset*	EQBD00017		Select Asset					
Asset Status*	Functional	×	Department*	Orthopedics and Trauma Surgery	۲			
Location Indication	Room # 001		Section*	Orthopedics and Trauma Surgery OPD	¥			
Issue Date	18/05/2016		Manufacturer Serial No	SS/16/02/01				
Submit Cancel								

• After issued asset to department the list shows the Issue Asset to Department list and Health Facility Dashboard status also changed waiting list from 2 to 1 after issued:

	Issue Asset to Department/Ward Moulvibazar District Hospital									
+ Add New 🚔 🔀										
	SL	Tag/Asset	Asset Code	Asset Name	Unit Price (BDT)	Asset Status	Date of Acceptance	issue Date	Manufacturer Serial No	Procuring Entity
•	1	EQBD00004	MH01682	Analyzer, Chemistry, Semi-auto	600,000	Functional	02/01/2016	01/08/2016	VVTTII	Donor
•	2	EQBD00005	MH01682	Analyzer, Chemistry, Semi-auto	600,000	Functional	02/01/2016	02/08/2016	TT/YY/201	Donor
•	3	EQBD00006	MH01682	Analyzer, Chemistry, Semi-auto	600,000	Functional	02/01/2016	03/08/2016	EEFFTT	Donor
•	4	EQBD00016	MH00360	Electrosurgical unit (Diathermy), 300W	300,000	Functional	08/05/2016	10/05/2016	Sin#2016/05/00002	CMSD
•	5	EQBD00017	MH00360	Electrosurgical unit (Diathermy), 300W	300,000	Functional	08/05/2016	18/05/2016	SS/16/02/01	CMSD
	6	EQBD00022	MH01647	X Ray, 1998mite digital, double detector	520,000	Fanctional	20/00/2013	11/00/2013	51 2019/00/025/002	emso

Direct Receive at Facility (Self procurement, donation & direct) You have 0 Asset Waiting for Issuing to Department/Ward

• After issued asset to department you have to print the Barcode and tag it into the equipment. The following screen shows printable view of barcode with newly added additional information of Facility, Department, Section and Manufacturing Serial No:



3.3. QR Code Sticker Print

Under Admin Entry/Edit menu there is report titled 'QR Code Sticker', which allows to print • stickers, available to Facility Manager. There are two templates for sticker printing - single QR Code per page and 8 sticker in a single page.

He De Sel Fro	alth Faci partmen ect Tag/. om the b	ility nt Asset unch of stickers	All All from	80 160 320 640	• • • • • • • • • • • • • • • • • • •	Unit	AII	T STICKER	×
Show	10	• entries						Search:	
	SL 🔶	Tag/Asset 🌲	Asset Code	Asset Name 🗍	Present Status	Date of Acceptance [♦]	Department, Unit	Last Date of 🔶 Warranty	Action
Fac	lity : Jher	naidah District Ho	spital						
•	1	EQBD00669	MH00343	ECG Machine, 6 Channel	Functional	10/03/2014	Medicine , Medicine OPD	10/03/2016	Download Single Sticker
•	2	EQBD00671	MH01607	Ventilator, ICU, Adult	Functional	18/03/2014	OT Complex, General OT	18/03/2017	Download Single Sticker

• To print single QR Code Sticker you need to go individual asset row and click on Download Single Sticker button.

After pressing the "Download Single Sticker" button the following screen will appear: •

EQBD00669_20180123055040.pdf	1 / 1	Ć 🛨 🖶
		•
		+

You can also print at a time multiple QR Code Stickers by selecting any of the following • numbers:

Select Tag/Asset	Select Tag/Asset from				to	
From the bunch of stickers		80	160	320	640	PRINT STICKER
After pressing the	PR	INT S	тіск	ER	butt	on the following screen will appear:

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• Single page view of 8 Sticker print shown below:



3.4. National Dashboard

• After logged on you will also see above mentioned menus, the second menu is **National Dashboard** menu from where you will find MOHFW Asset and Maintenance status of all health facilities at a glance.



4. Data Entry by CMSD in AMS

4.1. How to Login as CMSD User

After putting CMSD User id and Password in the following screen you can log in the CMSD • Dashboard:



After logged on CMSD user need to click on

button from the following

screen:

You are here: / Home	
> Home	MOHFW Asset Management System (AMS)
> About SCMP	The MOHFW Asset Management System (AMS) is a web-based portal accessible to the Ministry of Health and family Welfare (MOHFW), Procuring Entities, Line
> Discussion Board	Directors, Drug Administration, Hospitals and stakeholders. This comprehensive system contains the features or product catalog, procurement planning or goods and services, package development, tracking of procurement packages and linkage with drug registration database.
Logistics News	
> Documents	
Contact Us	
Ні MSD User, Last Visit: 2016-08-11 4:02:45 рл L g out	Asset Management System Asset Management System - A module within the MOHFW Supply Chain Management Portal Read more >
	GO

- From the left side of the above screen you will be seen your logged on as CMSD user name. •
- After pressing "GO" button from the above screen you will find the following landing page • and CMSD Dashboard screen:

	Ministry of Health & Family Welfare MOHFW Supply Chain Management Portal										
ADMI	DASHBOARD HEALTH FACILITY DASHBOARD NEMEW DASHBOARD NATION	IAL DASHBOARD ASSET REPORTS MAINTENANCE REPORTS									
You are here: /	You are here: / Home / CMSD Dashboard										
	Hi Nita Barman, Last Visit: 2018-03-14 9:16:05 am Log out										
	Receive Invoice at CMSD Go to Receive Invoice at CMSD	9 Assets Waiting for QR Code Generation Asset of 0 Invoice 9 Existing Assets									
	0 Assets Waiting for Issue to Health Facility Go to Issue Asset to Health Facility	You have 2 Repair Request 0 Assigned to vendor 2 Waiting for action									
	The SIAPS Forgettine is a series of the siaps of the siaps provide the information provide provide the information provide provide the views of provide the	funded by the U.S. Agency for International Development (USAID) under AID-OAA-A-11-00011 and implemented by Management Sciences for Health. Bed on this web site is not efficial U.S. Government information and does not continues of the U.S. Agency for International Development or the U.S. Government.									

4.2. CMSD Dashboard

• From the menu bar first menu is CMSD Dashboard as you need to click on "CMSD Dashboard" sub-menu.



• After clicking the menu you will find the following dashboard showing 6 (six) blocks of CMSD activities has already performed and need to be performed -



4.2.1. How to give data entry by CMSD User at CMSD Dashboard

• As per above mentioned CMSD Dashboard you see that CMSD have to perform following mention 6 (six) activities:

1) Record keeping of Asset Received at CMSD

2) Barcode generation of Assets Received at CMSD

- 3) Barcode generation of Assets which Direct Received at Facility
- 4) Barcode generation of Existing Assets of Facility
- 5) Issue Asset to Facility
- 6) Assign Vendor for Maintenance of Assets

4.2.2. Receive Invoice at CMSD

Го	give	entry	on	Receiv	'e	Invoice	e a	at C	MSD	уо	u	have	to	click	on
		Receive Go to Re	INVOi ceive Inv	ce at CN voice at CM	ISD sd										
								buttor	n and	follo	wing	scree	en wil	l arrive	:
						Receiv	e Invo	ice at CM	ISD						
Show	10 • ei	ntries											s	+ Add Recei	ve Invoice
	SL	Receive Invoice No	Re Da	ceive Invoice te	Year		Contra	ict No		Pa	ickage No	L	ot No		Action
	1	CMSD#001	02/0	09/2015	2016-17		CMSD/Pr 72/HPNS 1/56	roc- 5DP/G1101(ICE	3)2011-2012	G-1	023	L-1			Edit Delete
	2	CMSD#001	02/0	09/2015	2016-17		CMSD/Pr 72/HPNS 1/56	roc- SDP/G1101(ICE	3)2011-2012	G-1	023	L-1		1	Edit Delete
	3	CMSD-2016/002	01/0	07/2015	2016-17		CMSD/Pr 72/HPNS 1/09	roc- 5DP/G1101(ICE	3)2011-2012	G-1	022	L-1		1	Edit Delete
	4	CMSD/2016/20001	01/0	04/2016	2016-17		CMSD/Pr 1176/ICE	roc-66/HPNSD 3/2011-2012/ [P/G- D-2/15	G-2	011			1	Edit Delete
Showin	ng 1 to 4 of 4	1 entries												Previo	ous 1 I
														+ Add Rece	ive Item 🍦
Show	10 • ei	ntries											S	Search:	
SL	Asset	Code Asset Nam	ie	Receive	d Qty	Unit Price (BDT)	Useful Life (Year)	Rate Depreciat	e of Da ion Ac (%)	ite of ceptance	Last D of Warra	ate Asse nty	et Brand	Asset Model	# Actie
•						N	o data ava	ailable in table							
Showin	ng 0 to 0 of () entries				N	o Gata dVa	mable in table							

 To give entry Receive Invoice waiting for receive at CMSD click on button which procured by CMSD. The entry will be given as follows:

+ Add Receive Invoice

Back				Receive		Le at Civi	150					
Receive Invoice No	JMIZ	2016/04/0012			P	Package No ⁴	0	G-1120				
Receive Invoice Dat	08/0	4/2016			Contract No DGFP/L&S-2/2011-12/6					34/608		
Year*	2016	i-17			• L	Lot No		L-1				
Remarks	inpu	t nere										
Remarks	inpu	t nere				31						
Remarks	inpu	t nere		Subm	t Cance	el						
Remarks	inpu	t nere		Subm	t Cance	el				+ Add Rece	ive Item 🔒	
Remarks	inpu	t nere		Subm	t Cance	el				+ Add Rece Search:	ive Item	
Remarks w 10 + entries 5L Asset	inpu	ne	Received C	Subm Qty (B (B	t Cance	el Useful Life (Year)	Rate of Depreciation (%)	Date of Acceptance	Last Date of Warranty	+ Add Rece Search: Asset Brand	ive Item	

- Enter the following fields as shown in the above screen -
 - 1) Receive Invoice No: Receive Invoice no of the asset
 - 2) Receive Invoice Date: Receive invoice date
 - 3) Package No*: Package no of the procured asset
 - 4) Year*: Year of procurement of the asset
 - 5) Contact No: Contract no of procured asset

6) Lot No: Lot no if asset issue splitting in Lots*7) Remarks*: Write any special instruction if any.

			-		
Received Qty*		2	Unit Price (BDT)*		0
Asset Brand*	GEC		Useful Life (Year)*		5
Asset Model #*	GEC-2016		Rate of Depreciation (%)*		20
Procuring Entity*	CMSD	•	Supplier*	JMI Syringes and Medical devices Ltd	٠
Source of Fund	RPA(GOB)		Manufacturer*	General Meditech Inc. China	
Country of Origin	China	•	Date of Provisional Receipt	08/04/2016	
Salvage Value		inp <mark>ut here</mark>	Date of Acceptance *	11/04/2016	
Remarks	input here		Last Date of Warranty*	30/04/2017	
		4			

• After filling the above fields the screen look like as follows:

Receive Invoice No	JMI/2016/04/0012	Package No*	G-1120
Receive Invoice Date	08/04/2016	Contract No	DGFP/L&S-2/2011-12/6734/608
Year*	2016-17	• Lot No	L-1
Remarks	input here		
		h	

+ Add Receive Item

to select

After entering Receive Invoice Header you need to click on asset from Asset Catalog, Received Quantity and other information as follows:

Asset Code*	input here As	set Name*	input here		Se	lect Asset	
Received Qty*		input here	Unit Price (BDT)*			input	here
Asset Brand*	input here		Useful Life (Year)*			input	here
Asset Model #*	input here		Rate of Depreciation (%))*		input	here
Procuring Entity*	CMSD	¥	Supplier*	select here			¥
Source of Fund	select here	•	Manufacturer*	select here			٠
Country of Origin	select here	¥	Date of Provisional Receipt	input here			
Salvage Value		input here	Date of Acceptance *	input here			
Remarks	input here		Last Date of Warranty*	input here			
		Submit	Cancel				
					+ Ad	ld Receive It	em 🚔 🔀
Show 10 • entries					Search:		
SL Asset Asset Name	Received Qty	Unit Price Date of (BDT)	ince Last Date of Su Warranty	upplier	Procuring Entity	Source of Fund	Action
•		No data av	ailable in table				

1) Asset Code* & 2) Asset Name*: Automatically arrived after your select asset from

Select Asset	asset combo.			
Asset Code*	input here	Asset Name*	input here	Select Asset

3) Received Qty*: Quantity of asset received

- 4) Unit Price*: Unit price of procured asset
- 5) Asset Brand*: Brand name of the procured asset
- 6) Asset Model #*: Model of the asset

7) *Useful Life* and 8) *Date of Depreciation:* These two fields arrived automatically based on selection of Asset group. Presently there are two Group of Assets 1) Office Equipment & 2) Medical Equipment in the system and there Useful Life and Rate of Depreciation of these two groups have been set for 5 Years and 20% and 10 Years and 10% respectively.

9) Procuring Entity:* There are three types of Procuring Entity - i) CMSD, ii) Donor & iii) Self. Out of those you need to select one based on your requirement.

10) Source of Fund: Under which fund to procure the asset need to put here from the prelisted combo.

11) Salvage Value: Put salvage/scrap value if the valuation can assess in advance.

12) Suppliers*: It's a prelisted suppliers list you need to select one from the list.

13) Manufacturer*: It's also a prelisted list need to select one name.

14) Date of Provisional Receipt & 15) Date of Acceptance*: Actual date of receipt of the equipment and after completing survey the date of acceptance need to put here.
16) Last Date of Warranty*: Based on this date Maintenance ticket will be automatically generated and whether go to CMSD or NEMEW.

17) Remarks: If any

• After entering all information you need to press button to save the asset and the following screen will arrive:

				Rece	eive Inv	oice at C	MSD				
										+ Add	Receive Invoice 🚊 🛚
Show 10 •	entries									Search:	
SL	Receive Invo	bice No	Receive Invoice Date	Year	Cont	ract No		Package No	Lot No		Action
1	CMSD#001		02/09/2015	2016-17	CMSD/ 72/HPI 1/56	/Proc- NSDP/G1101(I	CB)2011-2012/D-	G-1023	L-1		Edit Delete
2	CMSD#001		02/09/2015	2016-17	CMSD/ 72/HPI 1/56	/Proc- NSDP/G1101(I	CB)2011-2012/D-	G-1023	L-1		Edit Delete
3	CMSD-2016/00	02	01/07/2015	2016-17	CMSD/ 72/HPI 1/09	/Proc- NSDP/G1101(I	CB)2011-2012/D-	G-1022	L-1		Edit Delete
4	CMSD/2016/20	0001	01/04/2016	2016-17	CMSD/ 1176/I	/Proc-66/HPN CB/2011-2012	SDP/G- / D-2/15	G-2011			Edit Delete
5	JMI/2016/04/0	012	08/04/2016	2016-17	DGFP/	L&S-2/2011-1:	2/6734/608	G-1120	L-1		Edit Delete
Showing 1 to 5 of	f 5 entries										Previous 1 Next
										🕂 Add	Receive Item 🚔 🗵
Show 10 +	entries									Search:	
SL	Asset Code	Asset Name	2	Received Qty	Unit Price (BDT)	Useful Life (Year)	Rate of Depreciation (%)	Date of Acceptance	Last Date of Warranty	Asset Bran	d Action
• 1	MH00042	Anesthesia M ventilator, Yo	achine, with lk 2+2	2	0	5	20	11/04/2016	30/04/2017	GEC	Edit Delete
Showing 1 to 1 of	f 1 entries										Previous 1 Next

4.2.3. Code Generation-Received at CMSD

Generate Code • To generate barcode you need to click on button as follows:

9 4	JMI/2016/04/0012 08/04/2016	MH00042 Anesthesia Machine, with ventilator, Yolk 2+2	11/04/2016 08/04/2016 30/04/2017	JMI Syringes and Medical devices Ltd General Meditech Inc. China	GEC GEC-2016	China RPA(GOB)	0.00 5 20.00	2 Generate Code
howing 1 to	4 of 4 entries							Previous 1 Next
how 10	▼ entries						Search:	â
SL	Asset Details						Bar Code	
				No data available in ta	ole			
Showing 0 to	0 of 0 entries							Previous Next

Generate Code button as shown in the following screen two barcode

After clicking the will be generated:

•

				Code 0	Generation-Receiv	ed at CMSD				
Show	10 •	entries							Search:	â X
	SL	Receive Invoice No/Receive Invoice Date	Asset Code/ Name	Date of Acceptance/ Receipt/ Warrenty	Supplier/ Manufacturer/ Manufacturer Serial No	Brand/ Model	Country of Origin/ Source of Fund	Book Value/ Useful Life (Year)/ Rate of Depreciation (%)	Received Qty	Action
•	1	CMSD#001 02/09/2015	MH01647 X-Ray, 1000mA, digital, double detector	10/09/2015 03/09/2015 31/08/2017	Siemens Bangladesh Ltd. Siemens Bangladesh Ltd.	Siemens SI#001/09	China RPA(GOB)	250000.00 5 20.00	5	Bar Code
•	2	CMSD-2016/002 01/07/2015	MH01647 X-Ray, 1000mA, digital, double detector	05/08/2015 01/08/2015 30/06/2017	Siemens Bangladesh Ltd. Siemens Bangladesh Ltd.	Siemens SI#001	China RPA(GOB)	250000.00 5 20.00	2	Generate Code
0	3	CMSD/2016/20001 01/04/2016	MH01698 X-Ray Machine- C-Arm	10/04/2016 06/04/2016 31/03/2017	M/s. Mithun Medical Hall General Electrics	GE GE#2016/001	Switzerland RPA(GOB)	4500000.00 5 20.00	2	Bar Code
0	4	JMI/2016/04/0012 08/04/2016	MH00042 Anesthesia Machine, with ventilator, Yolk 2+2	11/04/2016 08/04/2016 30/04/2017	JMI Syringes and Medical devices Ltd General Meditech Inc. China	GEC GEC-2016	China RPA(GOB)	0.00 5 20.00	2	Bar Code
Show	ng 1 to 4	of 4 entries							Previ	ous 1 Next
Show	10 •	entries							Search:	Â
	SL	Asset Details						Bar Code	,	
	1	Asset Tag: EQBD00018 Asset Code: MH00042 Asset Name: Anesthesia Model: GEC-2016 Brand: GEC Procuring Entity: CMSD Supplier: JMI Syringes a Manufacturer: General Date of Acceptance: 11 Last date of Warranty: 5	a Machine, with ventilator, Yolk . nd Medical devices Ltd Meditech Inc. China (04/2016 80/04/2017	2+2						
	2	Asset Tag: EQBD00019 Asset Code: MH00042 Asset Name: Anesthesia Model: GEC-2016 Brand: GEC Procuring Entity: CMSD Supplier: JMI Syringes a Manufacturer: General Date of Acceptance: 11 Last date of Warranty: E	a Machine, with ventilator, Yolk. nd Medical devices Ltd Meditech Inc. China 04/2016 09/04/2017	2+2						

The print view of the barcode is look like as follows: •



4.2.4. Code Generation-Received at Facility

- After entering the receive invoice you need to generate barcode and the system automatically send the file to CMSD to generate barcode.
- After saving the receive invoice a pop-up message box as follows will be displayed in CMSD that XX no of direct receive asset waiting for code generation.



• The CMSD Dashboard shows the status of available Receive Invoice Waiting for Barcode Generation - Receive at CMSD. After clicking the above Dashboard button the following screen will arrive:

				Code Ge	eneration-Receiv	ed at Facility	/			
Sho	w 10	v entries						Searc	ch:	۵
3110	SL	Receive Invoice No/Receive Invoice Date	Asset Code/ Name	Date of Acceptance/ Receipt/ Warrenty	Supplier/ Manufacturer/ Manufacturer Serial No	Brand/ Model	Country of Origin/ Source of Fund	Book Value/ Useful Life (Year)/ Rate of Depreciation (%)	Received Qty	Action
•) 1	JICA/2016/001 01/01/2016	MH01682 Analyzer, Chemistry, Semi-auto	02/01/2016 07/01/2016 03/01/2018	Aboroni Traders General Electrics	GE GE-2016/21		600000.00 5 20.00	3	Bar Code
•	2	RPA(JICA)- 25/08/002 04/05/2016	MH00360 Electrosurgical unit (Diathermy), 300W	08/05/2016 06/05/2016 31/05/2017	JMI Syringes and Medical devices Ltd Siemens Bangladesh Ltd.	Siemens SI#2016/05/001	Japan RPA(JICA)	300000.00 5 20.00	2	Generate Code

• Same as described in the earlier section for code generation you need to click the **Generate Code** button as shown in the following screen two barcode will be generated:

			Co	de Generation-R	Received at F	acility				
								Sea	rch:	à 🛛
Show 10	Receive Invoice No/Receive Invoice Date	Asset Code/ Name	Date of Acceptance/ Receipt/ Warrenty	Supplier/ Manufacturer/ Manufacturer Serial No	Brand/ Model	Country of Origin/ Source of Fund	Book Value/ Useful Life (Year)/ Rate of Depreciation (%)	Procuring Year/ Package No/ Contract No/ Lot No	Received Qty	Action
1	JICA/2016/001 01/01/2016	MH01682 Analyzer, Chemistry, Semi-auto	02/01/2016 07/01/2016 03/01/2018	Aboroni Traders General Electrics	GE GE-2016/21		600000.00 5 20.00	2016-17 G-2016 CMSD/Proc- 127/HPNSDP/G- 1198/ICB/2011- 2012/D-5/40 L-01	3	Bar Code
2	RPA(JICA)-25/08/002 04/05/2016	MH00360 Electrosurgical unit (Diathermy), 300W	08/05/2016 06/05/2016 31/05/2017	JMI Syringes and Medical devices Ltd Siemens Bangladesh Ltd.	Siemens SI#2016/05/001	Japan RPA(JICA)	300000.00 5 20.00	2016-17 G-2016/2 CMSD/Proc- 15/HPNSDP/G- 1104(ICB)/2011- 2012/D-3/59	2	Bar Code
Show 10) • entries							Sea	rch:	à
SL	Asset Details Asset Tag: EQBDO Asset Code: MH003 Asset Name: Electr Model: SI#2016/05 Brand: Siemens Procuring Entity: Cl Suppler: JM Syring Manufacturer: Sien Date of Acceptance Last date of Warrar	016 160 osurgical unit (Diathermy), 3 001 MSD yes and Medical devices Ltd nens Bangladesh Ltd. : 08/05/2016 14y; 31/05/2017	00W					Bar Code		
2	Asset Tag: EQBD00 Asset Code: MH003 Asset Name: Electri Model: SI#2016/05. Brand: Sl#2016/05. Brand: Sl#2016/05. Brand: Sl#2016/05. Brand: Sl#2016/05. Brand: Sl#2016/05. Supplier: JMI Syring Manufacturer: Slen Date of Acceptance Last date of Warrar	o 17 160 150 160 160 160 160 160 160 160 16	100W				日間のなどであっていた。			

4.2.5. Code Generation-Existing Asset of Health Facility

- After entering existing asset you need to generate barcode and the system automatically send the file to CMSD to generate barcode.
- After saving the asset entry a pop-up screen as follows will be displayed in CMSD that XX no of existing assets waiting for code generation.



 The Dashboard shows the status of available existing assets at Facility Waiting for Code Generation. After clicking the above Dashboard button the following screen will arrive: Code Generation-Existing Asset

10	• entries							Search:	
iL	Tag/Asset	Asset Code	Asset Name	Unit Price (BDT)	Useful Life (Year)	Rate of Depreciation (%)	Asset Status	Department, Section	Action
1	EQBD00001	MH01685	Analyzer, Blood Gas	2,000,000	5	20	Functional	Administration, Accounts	Barcode
2	EQBD00002	MH01680	Air Conditioner, Split Type, 2 Ton	65,000	5	20	Not Working	Medicine , Medicine OPD	Barcode
3	EQBD00003	MH01698	X-Ray Machine- C-Arm	45,000,000	5	20	Functional	Ophthalmology , Ophthalmology OPD	Barcode
4	EQBD00009	MH00004	Air Conditioner, Ceiling, 4.5 ton	250,000	5	20	Functional	Outside OT complex, Outside OT complex Emergency OT Min 400 Sq ft	Barcode
5	EQBD00010	MH01682	Analyzer, Chemistry, Semi-auto	600,000	5	20	Functional	Gynecology and Obstetrics, Gynecology and Obstetrics Ward	Generate Barcon

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- Same as described in the earlier section for code generation you need to click the Generate Code button.
- Only difference is that here you need to generate barcode individually no option for bulk code generation:

	Code Generation-Existing Asset	
Back		â
	Health Facility: Barlekha Upazila Health Complex Tag / Asset #: EQBD00010 Asset Code: MH01682 Asset Name: Analyzer, Chemistry, Semi-auto Department: Gynecology and Obstetrics Section: Gynecology and Obstetrics Ward Model #: S#09/001 Brand #: S#09/001 Brand #: S#09/001 Brand #: Semens Procuring Entity: CMSD Supplier: Astute Electronics Manufacturer: Smart Technologies Limited Date of Acceptance: 29/11/2014 Last Date of Warranty: 31/10/2015	

4.2.6. Issue Asset to Health Facility

- After code generation of asset Receive at CMSD you need to issue those asset to health facility.
- All assets waiting for issue to health facility will be displayed automatically after generation of code in following CMSD Dashboard.



• After clicking the above Dashboard button the following screen will arrive:



	Issue As	set to Health Facility	
Back			
Tag/Asset*	input here	Select Asset	
Health Facility*	select here	 Issue Date 	13/08/2016
Manufacturer Serial No	input here		

Select Asset clicking
 Select Asset
 Facility as shown in following:

	button	from	the	pick	list	asset	available	for	Issue	to
--	--------	------	-----	------	------	-------	-----------	-----	-------	----

	Issue Asset to Health Facility														
Back	Back [Click on table Row to select an asset]														
ow 10	10 v entries Search:														
SL	Asset Tag/ Code/ Name	Date of Acceptance/ Receipt/ Installation	Asset Status/ Last date of Warranty	Supplier/ Manufacturer/ Manufacturer Serial No	Brand/ Model	Country of Origin/ Source of Fund	Book Value/ Useful Life (Year)/ Rate of Depreciation (%)	Procuring Year/ Package No/ Contract No/ Lot No							
1	EQBD00011 MH01647 X-Ray, 1000mA, digital, double detector 1	10/09/2015 03/09/2015	Not Installed 31/08/2017	Siemens Bangladesh Ltd. Siemens Bangladesh Ltd.	Siemens SI#001/09	China RPA(GOB)	250,000 5 20.00	2016-17 G-1023 L-1							
2	EQBD00013	10/09/2015	Not Installed	Siemens Bangladesh Ltd.	Siemens	China	250,000	2016-17							

• After selection of asset you need to fill in the following fields:

1) Health Facility*: Select the facility name from the Health Facility combo list

2) Issue Date: Date of issue of the asset

3) Manufacturing Serial No: Serial no of the issued asset need to put here.

• After entering all information you need to press button to save the asset and the following screen will arrive:

				Ŀ	ssue Asset to	o Health Facility				
Show	10	• entries							Search:	🕇 Add New 🚔 🗷
S	SL Health Facility		Asset Tag/ Code/ Name	Date of Acceptance/ Receipt/ Installation	Asset Status/ Last date of Warranty	Supplier/ Manufacturer/ Manufacturer Serial No	Brand/ Model	Country of Origin/ Source of Fund	Book Value/ Useful Life (Year)/ Rate of Depreciation (%)	Procuring Year/ Package No/ Contract No/ Lot No
	1	Moulvibazar District Hospital	EQBD00018 MH00042 Anesthesia Machine, with ventilator, Yolk 2+2	20/04/2016 08/04/2016	Not Installed 30/04/2017	JMI Syringes and Medical devices Ltd General Meditech Inc. China 2016/04/02	GEC GEC-2016	China RPA(GOB)	0.00 5 20.00	2016-17 G-1120 L-1

• The following screen shows the no of assets already issued to various facilities:

			Issu	ue Asset to	Health Facility				
								+	Add Ne
)	✓ entries						Se	arch:	
	Health Facility	Asset Tag/ Code/ Name	Date of Acceptance/ Receipt/ Installation	Asset Status/ Last date of Warranty	Supplier/ Manufacturer/ Manufacturer Serial No	Brand/ Model	Country of Origin/ Source of Fund	Book Value/ Useful Life (Year)/ Rate of Depreciation (%)	Proc Year Pack No/ Com No/

4.3. National Dashboard

After logged on as CMSD user you will see above mentioned menus, the first menu is **National Dashboard** menu from where you will find MOHFW Asset and Maintenance status of all health facilities at a glance.



6. Asset Reports

• There are a few report displaying under Asset Report menu, the list of report you will found under the following menu:



6.1. Asset List

				Asset lis	st				
			,	Asset Group: Blood Ba	nk equipm	nent			
SL	Asset Code	Asset Name	Asset Group	Local Asset Price (BDT)	International Asset Price (US\$)	UOM	Life Span (Approx Year)	Rate of Depreciation (%)	HSCode
1	MH00227	Centrifuge, Refrigerated, for Blood Bank	Blood Bank equipment	0	0	NA	5	20.0	
2	MH00320	Donor's station (blood donation chair)	Blood Bank equipment	0	0	NA	5	20.0	
3	MH00434	Freezer, plasma storage, -30 to -40 deg C	Blood Bank equipment	0	0	NA	5	20.0	
4	MH00932	Monitor, blood collection	Blood Bank equipment	0	0	NA	5	20.0	
5	MH01117	Refrigerator, blood bank, ≥180 unit capacity	Blood Bank equipment	0	0	Nos.	5	20.0	
6	MH01118	Refrigerator, Cryo type	Blood Bank equipment	0	0	Nos.	5	20.0	

6.2. Fixed Asset Register

				Fixe	d Asset Registe	er a	t Health Fa	cility			
Hea	lth Faci	lity	All		v		Present S	All		*	1
Dep	artmer	it	All		Ŧ		Unit	All		Ŧ	
				875 All	35 Not Installed	Fu	836 Inctional	4 Not Working			
Show	10	• entries							Search:		
	SL 🌢	Asset Tag/ Code/ Name	Depart	ment/Unit/ ♦	Date of Acceptance/ Receipt/ Installation	¢	Present Status/ Last date	Supplier/ Manufacturer/ Product Serial No	♥ Brand/ Model ♥	Country of Origin/ \$ Source of Fund	Purchase Value (BDT), ∉ Procuring Entity
Facil	ity : Jher	naidah District Hospita	al								
•	1	EQBD00669 MH00343 ECG Machine, 6 Char	Medicine Medicine nnel OPD	e OPD	Acquisition: 10/03/2014 Receipt: 10/03/2014 Installation: 10/03/2014	L L	Functional 10/03/2016	Promixco Ltd. Bionet Co. Ltd. OPD	Cardiocare Cardiovit AT-102	Swaziland RPA(GOB)	1,73,470 CMSD
•	2	EQBD00671 MH01607	OT Comp General	plex OT	Acquisition: 18/03/2014 Receipt: 28/01/2014	L	Functional 18/03/2017	M/s. Wide Stread Solution Ltd.	Evolution eVolution	United States	18,90,000 CMSD

6.4. List of Code Generated Asset

	List of Code Generated Assets													
SL	Tag/Asset	Asset Code	Asset Name	Purchase Value (BDT)	Life Span (Approx Year)	Rate of Depreciation (%)	Present Status	Date of Acceptance	Last Date of Warranty	Asset Brand	Asset Model #	Supplier	Manufacturer	Department, Unit
1	EQBD00001	MH00257	Computer, Desktop with LCD Monitor	68,000	2	20.0	Functional	02/09/2013	02/09/2015	hp	LV1911	Techno Trade	Hewlett-Packard (HP)	Administration, Office Assistant
2	EQBD00002	MH00259	Computer, Laptop	72,000	2	20.0	Functional	02/04/2014	02/04/2016	hp	ML-3310D	Techno Trade	Hewlett-Packard (HP)	Administration, Office Assistant
3	EQBD00003	MH01058	Printer, Laser	19,500	2	20.0	Functional	02/09/2013	08/09/2015	samsung	ML-3310D	Techno Trade	Samsung	Administration, Office Assistant
4	EQBD00004	MH01680	Air Conditioner, Split Type, 2 Ton	110,000	2	20.0	Functional	01/01/2013	04/09/2015	Carrier	42 JBX-024	Techno Trade	Al Modina Pharmacutical	Administration, Office Assistant
5	EQBD00005	MH00257	Computer, Desktop with LCD Monitor	68,000	5	20.0	Functional	07/04/2014	07/04/2016	HP	LV1911	Techno Trade	China	Administration, Office Assistant
6	EQBD00006	MH01058	Printer, Laser	15,000	5	20.0	Functional	07/04/2014	07/04/2016	HP Laser Jet	HP Laser Jet P1102	Techno Trade	Hewlett-Packard (HP)	Administration, Office Assistant
7	EQBD00007	MH01680	Air Conditioner, Split Type, 2 Ton	0	2	20.0	Functional	17/04/2015	17/04/2018	Siemens	S1ZD122700	UNICEF	China	Administration, Office Assistant
8	EQBD00008	MH00257	Computer, Desktop with LCD Monitor	68,000	2	20.0	Functional	30/03/2014	30/03/2016	hp	LV1911	Techno Trade	Hewlett-Packard (HP)	Administration, RMO

6.5. List of waiting asset from receive invoice

List of waiting asset from receive invoice														
			All	Code ge	neration at CMSD	Code generati	on at Health I	Facility I	ssue t	to Health Facili	ty Receive a	t Health Facility		
Show 1	10 • entrie	s										Sear	ch:	
SL ♦	Receive Invoice 🔺 No	Receive Invoice Date	•	Asset Code	Asset Name	¢	Qty 🌲	Purchas Valu (BD	ie ie ≜ T)	Life Span (Approx [♦] Year)	Last Date of \$ Warranty	Asset Brand 🌲	Supplier	¢
•							No data ava	ilable in tab	ole				•	
Showing	0 to 0 of 0 enti	ries											Previo	ous Next

6.6. Asset Waiting for Issue to Department/Ward

		Health Facility	Jhenaidah Di	istrict Hospital (Jhenaidah)		v			
										a I
Show 10	 entries 								Search:	
SL ♦	Asset Tag/ Code/ Name	Date of Acceptance/ Receipt/ Installation	Present Status/ Last date of Warranty	Supplier/ Manufacturer/ Product Serial No	\$	Brand/ Model	¢	Country of Origin/ Source of Fund	Book Value/ Life Span (Approx _▲ Year)/ Rate of [♥] Depreciation (%)	Procuring Year/ Package No/ Contract No/ Lot No
				No data available i	n table	e				
Showing 0 to	0 of 0 entries									
										Description March

6.7. Asset Availability Matching with TOE

		MOHFW A	sset Manage	ment Systen	n	
		Asset Av	ailability Matchir	ng with TOE		
		Type of Facility: 2 Facility N	200-250 bed Hospital lame: Moulvibazar Dis Department: All Section: All	(not district hospital strict Hospital	D	
SL	Department	Section	Asset Code	Asset Name	Availability Qty	TOE Qty
Not available	in Facility					
1	Blood Bank and Transfusion	Blood Bank and Transfusion	MH00848	Microscope, Binocular, Laboratory	-	2
2	Cardiology	Cardiology OPD (Out- patient department)	MH00341	ECG Machine, 12 Channel	-	2
3	Cardiology	Cardiology Ward	MH00157	Cabinet, Medicine, non- refrigerant	-	1
4	Cardiology	Cardiology Ward	MH00341	ECG Machine, 12 Channel	-	1
5	Cardiology	Cardiology Ward	MH00404	Flow meter, Oxygen, with accessories	-	1
6	Cardiology	Cardiology Ward	MH00633	Hospital Bed		1
7	Cardiology	Cardiology Ward	MH01678	Monitor, Patient	-	1
8	Clinical Laboratory and Pathology	Laboratory/ Pathology	MH00848	Microscope, Binocular, Laboratory	-	5

6.8. Master Asset List by TOE

Master Asset list by TOE							
		Type of Facility 200-250 bed Hos *	Department	t All • Unit	All	•	
Show 50	50 • entries					Search:	
SL ♦	Department 🗠	Unit 🔶	Asset Code 🖨	Asset Name	🔷 Type of Facility 🌲	TOE Qty 🌲	Unit 🌢
1	Blood Bank and Transfusion	Blood Bank and Transfusion	MH00848	Microscope, Binocular, Laboratory	200-250 bed Hospital (not district hospital)	2	Each
2	Cardiology	Cardiology OPD	MH00341	ECG Machine, 12 Channel	200-250 bed Hospital (not district hospital)	2	Each
3	Cardiology	Cardiology Ward	MH00157	Cabinet, Medicine, non-refrigerant	200-250 bed Hospital (not district hospital)	1	Each
4	Cardiology	Cardiology Ward	MH00341	ECG Machine, 12 Channel	200-250 bed Hospital (not district hospital)	1	Each
5	Cardiology	Cardiology Ward	MH00404	Flow meter, Oxygen, with accessories	200-250 bed Hospital (not district hospital)	1	Each
6	Cardiology	Cardiology Ward	MH00633	Hospital Bed	200-250 bed Hospital (not district hospital)	1	Each
7	Cardiology	Cardiology Ward	MH01678	Monitor, Patient	200-250 bed Hospital (not district hospital)	1	Each
8	Clinical Laboratory and Pathology	Clinical Pathology & Laboratory	MH00848	Microscope, Binocular, Laboratory	200-250 bed Hospital (not district hospital)	5	Each
9	Dentistry	Dentistry OPD	MH00069	Autoclave, 50 Liter, Vertical	200-250 bed Hospital (not district hospital)	1	Each
10	Dentistry	Dentistry OPD	MH00299	Dental Unit with air compressor	200-250 bed Hospital (not district hospital)	1	Each
11	Dentistry	Dentistry OPD	MH00776	Light cure machine	200-250 bed Hospital (not district hospital)	1	Each
12	Ear, Nose, and Throat (ENT)	ENT Outdoor	MH00069	Autoclave, 50 Liter, Vertical	200-250 bed Hospital (not district hospital)	1	Each
13	Ear, Nose, and Throat (ENT)	ENT Outdoor	MH00467	Head Light, Fiber optic, with mirror	200-250 bed Hospital (not district hospital)	2	Each
14	Ear, Nose, and Throat (ENT)	ENT Ward	MH00157	Cabinet, Medicine, non-refrigerant	200-250 bed Hospital (not district hospital)	1	Each
15	Ear, Nose, and Throat (ENT)	ENT Ward	MH00633	Hospital Bed	200-250 bed Hospital (not district hospital)	1	Each

End