

Protecting your Capital Investment

Most businesses invest in a wide range of equipment – plant, machinery, tools, gauges, instruments, vehicles, furniture and technology – that is essential for them to operate. Organisations that do not maintain records for these assets will lose track of who is using equipment or where it is located, forget to carry out essential maintenance and checks, incur higher costs and put their customers and employees at risk.

myEQMS.com Equipment Manager enables your company to maintain and distribute comprehensive equipment records, manage maintenance, calibration and safety checks and optimise the use of company assets.

Benefits

Equipment can be rapidly located, replaced or repaired.

Equipment is more effectively utilised.

Equipment works properly.

Equipment is safe.

Equipment has a higher return on investment.

Equipment data can be easily accessed by appropriate personnel.

Your organisation is in control of its assets.

Equipment Manager Features

Asset Register

Equipment Manager allows you to record as much or as little information about individual equipment items as you require. Part number, serial number, model and asset code can be stored along with detailed technical and functional descriptions. Items can be categorised by equipment type and location.

Detailed supplier, manufacturer, storage and cost data can be logged as well as maintenance, calibration and safety check requirements. Relevant safety and calibration standards can be recorded.

The status of each item is recorded to show at a glance when an item was issued and whether the item is in use, in storage, redundant, out of service etc

Details of repairs and modifications can be recorded and linked to the service provider to ensure full traceability.

You can search the Asset Register using multiple criteria to locate the information you want. For example you can list all items of a particular type belonging to a specific asset code.

Inspection Records

Calibration and safety check information is held in Equipment Manager and can include due and actual dates of inspections, inspection costs, inspection results and certification details. This automates the inspection process prompting appropriate actions through integration with your e-mail system.

The identity of inspector(s) and any equipment they use during the inspection is also recorded. Frequency of inspection can be reviewed and amended along with the reason for any change to current frequency.

The system will automatically generate calibration and safety check instructions. Online forms can be used to record and collate inspection data.

Bookings

Equipment Manager allows you to make unallocated equipment available to authorised users. This means that equipment use is optimised and the organisation eliminates unnecessary purchase of new items. The booking screen provides an easy to use interface that allows you to book equipment for the required period, allocating cost to the appropriate part of the organisation or project.

Reports

You have access to a wide range of standard reports. As well as asset listings and inspection plans, reports include recall, out of calibration, failure and overdue reports that can all be filtered by equipment model, type, location and inspection team.

The system will generate labels, specifying the part number, date checked, expiry date and the identity of the inspector.

Security

The administration function allows your organisation to define Equipment Manager users, putting them into groups and assigning them inspection duties as appropriate. Different permissions can be assigned to different groups to determine whether they can merely view data or amend and record information.

Tools and Help

Users have access to context sensitive help screens and a range of system tools. The precise tool-set varies depending on the permissions of the user but include the ability to view their user details and broadcast messages to groups of colleagues.

To Do List

Equipment Manager automatically generates messaging and/or e-mail prompting inspections, safety checks etc. Actions are triggered by dates and deadlines held in the database and compliance with requests is analysed and reported.

The my EQMS.com Web Service

Your myEQMS.com Web Service is completely secure. Powered by EQMS software, myEQMS.com allows you to run your entire Quality System on the Web. No software and no hardware to purchase. Pay by monthly subscription and manage your ISO9001, ISO4001, OHSAS18001, ISO17799/27001 systems online via your internet browser. Always-on access from any location worldwide, secure access control and integrated back-up combine to provide total assurance of business continuity and eliminate reliance on overworked IT departments.



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