

Process	Expected action	Primary responsibility (action)	Supervision
Monthly submission of temp. alarms and stocks	Monthly submission	HW	EPI managers
Temperture alarms (indicators) and details	HW: Respond to alarm onsite (through daily temperture monitoring) and take corrective actions as applicable (alarms due to maintenance/electrical issues); Technician: Assess the causes of alarms; initiate repairs and maintenance as required; Preventive maintenance training to health workers as needed	Technician (province)	National CCEO - MPSC
Information to MPSC managers on cold chain performance indicators (with details of functional status)	Provisions of resources for repair and maintenance/replacement to Reduce downtime of cold chain equipment	National MPSC	Director - MPSC
Information to EPI managers on stock level (stock level indicators etc)	For stock outs and understock: provisions for supply of required quantities (including buffer stock) For over stock: Adjust supply quantities In accordance with timeline for next delivery	EPI managers at respective levels	Director - EPI
Update inventory: functional status and inclusion of new equipment	Update functional status (within 24 hours) by SMS, new equipment by baseline data collection tool within 30 days of installation)	HW (for updating status) EPI manager at province level for baseline data collection	National CCEO - MPSC
Information on non functional equipment (breakdown reports)	Equipment needing repairs: see action on alarms Equipment beyond repair: Intiate condemnation process	Technician (province)	National CCEO - MPSC
Report on CC functional status: including gaps	Feedback to annual procurement plan to MPSC (required number of refs; spare parts etc)	National MPSC	Director - MPSC
Updating the demographics data like population, GPS coordinates and other facility related information in database	Update data annually or corrections as needed	Data manager (national EPI)	Director - EPI
Managing end user accounts, including phone numbers for SMS data submission and queries	Update information as needed	Data manager (national EPI)	Director - EPI
Analysis of cold chain equipment need and performance by type (capacity, model, source of energy etc)	Feedback on type of equipment preferred for annual procurement	National MPSC	Director - MPSC