

**Government of West Bengal  
Office of Core Group on Oxygen  
Bikash Bhavan, Salt Lake,  
Kolkata 700 064**

Memo No.:53-SSE/2021

Dated, Kolkata: 01/05/2021

To  
The District Magistrate (All)

.....

Sub: Roll out of West Bengal Oxygen Management Information System (WBOMIS)

Madam/Sir,

You are aware that the Govt. of West Bengal in view of COVID-19 scenario has taken all possible measures to tackle the situation. It may be appreciated that ensuring smooth supply of oxygen gas in sufficient quantity to cater to the needs is one of most important and challenging tasks.

In order to facilitate, oversee and monitor the flow of the oxygen from the manufacturer to the doorsteps of the concerned health facilities, Government of West Bengal has developed one web based portal namely, West Bengal Oxygen Management Information System to track the flow of the oxygen gas from the end of the Manufacturer/refillers / dealers to the concerned health facilities in the well consorted manner and comprehensive manner so that proper monitoring can be done at all levels and no deviation in the smooth supply chain management takes place at any level. We are organising training workshop with all stakeholders including Dr CMO (H) 1, O/C Health on 1<sup>st</sup> May, 2021. We expect all the stakeholders to complete the data entry by 2<sup>nd</sup> May, 2021 so that real time monitoring may start from 3<sup>rd</sup> May. All these would not be possible without your active support, supervision and monitoring. One can reach portal at [url: wbomis.wbhealth.gov.in](http://wbomis.wbhealth.gov.in) I am enclosing a copy of user manual/SoP for your kind perusal. This portal has dynamic dash board and MIS based report generation system.

For smooth operation of the initiative, you are requested to nominate one of your senior officers (preferably Additional District Magistrate/Officer-in-charge, Health) to monitor the entries in the portal on daily basis as per SOP. Daily up loading of data will be the key to the success and help you in assessing the position for your district. Dy CMOH 1 of the concerned office of the Chief Medical Officer of health is designated as a Nodal Officer from the end of the Health department at the district level.

Looking forward to your active participation.

Encls: as above

Yours faithfully,



Manish Jain  
Principal Secretary  
&  
COVID Coordinator for Oxygen

Copy forwarded to the following for favour of perusal and taking necessary action:

1. Principal Secretary, Finance Department.
2. Principal Secretary, MSME Department.
3. Secretary, Health & Family Welfare Department.
4. Secretary, I&CE Department.
5. Secretary, Food & Civil Supplies Department.
6. Chief Medical Officer of Health, All district
7. Sri .....Nodal Officer (all)
8. Commissioner, FW, H&FW Dept
9. Shri Subir Chatterjee, member core group on Oxygen
10. Shri Abhirup Bose, GM WBMSCL
11. Sr. PS to the Chief Secretary, Govt of West Bengal
12. Sr. PA to the ACS , Home and Hill Affairs Department Secretary, Govt. of West Bengal



Manish Jain  
Principal Secretary  
&  
COVID Coordinator for Oxygen

Standard operating procedure for filling up the data for production, supply and delivery of Oxygen gas to the different health facilities in the West Bengal Oxygen Management Information System (WBOMIS)

**A Web portal under the name and style of West Bengal Oxygen Management Information System (WBOMIS) is being developed to oversee and monitor the Oxygen Gas production status, flow of delivery system and supply chain management to the health facility level. For this purpose, various stakeholders at different level have been identified to use the portal for insertion of data at the appropriate level in the appropriate hour for proper monitoring and coordination at all level.**

1. There will be five types of users :
  - a. Manufacturer
  - b. Refiller
  - c. Dealer
  - d. Health Facility
  - e. WBMSCL
2. Individual Login in credential (User ID/Password) will be given to all the Manufacturers, Refillers, Dealers, Health Facilities and WBMSCL
3. Hence each manufacturer, refiller, dealer, health facility & WBMSCL will be able to see their own data only and not the data entered by others
- 4. Process Flow for Manufacturer is described below:**
5. After Logging into the System, Manufacturer will enter the following **one time** details
  - a. All the Plant Names
  - b. Location of each Plant  
(District/Block/Municipality/Ward/Latitude/Longitude)
  - c. Optimized Production capacity per day plant wise in MT
  - d. Storage Name for each plant and the location of each storage unit  
(District/Block/Municipality/Ward/Latitude/Longitude)
6. Once the above **one time** master data is filled, Manufacturer on a daily basis, needs to enter the following details for each plant
  - a. Select date from the calendar (by default the current date will show)
  - b. Enter Present production capacity in MT per day plant wise
  - c. Enter quantity of supply to West Bengal per day plant wise in MT out of present total production capacity

7. Manufacturer will then fill up the following demand/supply data on a daily basis at 12.00 Noon each day for the data between 10.00 am to 10.00 am :
  - a. Select date from the calendar (by default the current date will show)
  - b. Select the Name of the Health Facility from a drop down list.
  - c. Enter the demand of LMO in MT of the Health Facility
  - d. Enter the demand of B Type Cylinder of the Health Facility
  - e. Enter the demand of D Type Cylinder of the Health Facility
  - f. Enter the supply of LMO in MT to the Health Facility
  - g. Enter the supply of B Type Cylinder to the Health Facility
  - h. Enter the supply of D Type Cylinder to the Health Facility
  - i. Any Remarks can also be entered in the Remarks column

**8. Process Flow for Refiller is described below:**

9. After Logging into the System, Refiller will enter the following **one time** details
  - a. Enter the Location of the Refiller  
(District/Block/Municipality/Ward/Latitude/Longitude)
  - b. Enter the Capacity of LMO in MT per day
  - c. Enter the Capacity of B Type per day
  - d. Enter the Capacity of D Type per day
10. Once the above one time master data is filled, Refiller on a daily basis at 12.00 Noon each day for the data between 10.00 AM to 10.00 AM needs to enter the following details
  - a. Select date from the calendar (by default the current date will show)
  - b. Select the Name of the Health Facility from a drop down
  - c. Enter the demand of LMO in MT of the Health Facility
  - d. Enter the demand of B Type Cylinder of the Health Facility
  - e. Enter the demand of D Type Cylinder of the Health Facility
  - f. Enter the supply of LMO in MT to the Health Facility
  - g. Enter the supply of B Type Cylinder to the Health Facility
  - h. Enter the supply of D Type Cylinder to the Health Facility
  - i. Any Remarks can also be entered in the Remarks column

**11. Process Flow for Dealer is described below:**

- a. After Logging into the System, Dealer will enter the following **one time** details
- b. Enter the Location of the Dealer  
(District/Block/Municipality/Ward/Latitude/Longitude)
- c. Enter the Capacity of LMO in MT per day
- d. Enter the Capacity of B Type per day
- e. Enter the Capacity of D Type per day

12. Once the above one time master data is filled, Dealer on a daily basis at 12.00 Noon for the data between 10.00 AM to 10.00 AM , needs to enter the following details

- a. Select date from the calendar (by default the current date will show)
- b. Select the Name of the Health Facility from a drop down
- c. Enter the demand of LMO in MT of the Health Facility
- d. Enter the demand of B Type Cylinder of the Health Facility
- e. Enter the demand of D Type Cylinder of the Health Facility
- f. Enter the supply of LMO in MT to the Health Facility
- g. Enter the supply of B Type Cylinder to the Health Facility
- h. Enter the supply of D Type Cylinder to the Health Facility

13. Any Remarks can also be entered in the Remarks column

**14. Process Flow for Health Facility is described below:**

- a. After Logging into the System, Health Facility will enter the following **one time** details:
- b. Enter the Location of the Health Facility  
(District/Block/Municipality/Ward/Latitude/Longitude)
- c. Select Yes/No from the drop down to specify whether any infrastructural work is going on or not
- d. If 'Yes', then the health facility will enter the details of the work and the status of the work in two separate columns
- e. To specify whether any infrastructural work is under planning or not, the Health facility has to select Yes/No from a drop down
- f. If 'Yes', then the health facility will enter the details of the planning and the status of the planning in two separate columns

15. Health Facility then confirm the Demand/Supply data provided by the Manufacturer/Refiller/Dealer one time at 1.00 PM each day :

- a. Select date from the calendar (by default the current date will show)

- b. On a daily basis, health facility will confirm whether the oxygen stock that exists can cater to 48 hours of oxygen supply.
- c. If the facility says that the stock is not sufficient to cater to 48 hours of oxygen supply, then the hospital will be highlighted in red as alert
- d. The health facility will be able to see all the demand /supply details (LMO /B type cylinder/ D type cylinder) entered by the Manufacturer /Refiller/ Dealer on a daily basis
- e. If the health facility does not agree with the demand/supply entered by the Manufacturer/Refiller/Dealer, they can enter the actual demand/supply data (LMO /B type cylinder/ D type cylinder) for that day
- f. A remarks column will be available for any remarks to be entered

16.Role of Medical Services Corporation :

- a. The Medical services corporation will validate data entered by the health facilities in regard to infrastructural schemes taken up by the concerned health facilities each day at 2.00 PM.

17.Suitable user ID and password will be given the following stakeholders to oversee and monitor the flow of oxygen, actual supply and proper monitoring of the stock position :

- a. District Magistrates, duly represented through an officer not below the rank of Officer in charge, Health / ADM
- b. Health department
- c. Nodal officer, Covid Management

\*\*\*\*\*