



Republic of the Philippines  
NATIONAL POLICE COMMISSION  
**NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE**  
**OFFICE OF THE CHIEF, PNP**  
Camp BGen Rafael T Crame, Quezon City

JAN 22 2021

**MEMORANDUM CIRCULAR**  
NO.: 2021 - 007

**PRESCRIBING THE MINIMUM TECHNICAL SPECIFICATIONS  
FOR HOSPITAL BED FOR WARD PATIENTS**

**1. REFERENCES:**

- a. NAPOLCOM Resolution No. 2020- 0763 entitled, "Prescribing the Minimum Standard for Hospital Bed for Ward Patient" dated September 11, 2020;
- b. NAPOLCOM Memorandum Circular (MC) No. 2019-002 entitled: "Defining the Duty and Authority of the NAPOLCOM to Prescribe Minimum Standards for Uniforms, Arms, and Equipment to be Procured by the PNP" dated January 29, 2019;
- c. PNP MC No. 2019-016 entitled "Implementing Guidelines of NAPOLCOM Resolution No. 2019-002 Defining the Commission's Function to Prescribe Minimum Standards for Uniforms, Arms and Equipment for the Philippine National Police (PNP) and Delineation of Authority to the Chief, Philippine National Police and to Set Technical Specifications of PNP Uniforms, Arms and Equipment" dated April 4, 2019; and
- d. PNP UESB Resolution No. 2020-029 entitled, "Approving the Proposed Minimum Technical Specifications for Hospital Bed for Ward Patient".

**2. RATIONALE:**

This Memorandum Circular (MC) sets forth the minimum technical specifications for Hospital Bed for Ward Patients that will serve as reference in the procurement of the said equipment.

**3. SITUATION:**

The Hospital Bed for Ward Patient will be use by the PNP Health Service for hospitalized patients or others in need of some form of health care specially on this time of pandemic. This bed has special features both for the comfort and well-being of the patient and for the convenience of health care workers. Common features include adjustable height for the entire bed, the head, and the feet, adjustable side rails, and manually operated.

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FROM THE ORIGINAL  
  
JENNIFER D. ONOJOC  
POLICE LIEUTENANT COLONEL  
Chief, Administrative Sector

#### 4. PURPOSE:

To provide and establish the minimum technical specifications for Hospital Bed for Ward Patients that will serve as reference in the procurement of the said equipment.

#### 5. DEFINITION OF TERMS:

For purposes of this MC, the following terms shall mean:

- a. **Acrylonitrile Butadiene Styrene (ABS)** – refers to a common thermoplastic polymer. Its glass transition temperature is approximately 105 °C. ABS is amorphous and therefore has no true melting point. ABS is a terpolymer made by polymerizing styrene and acrylonitrile in the presence of polybutadiene.
- b. **Crank** - refers to an arm attached at a right angle to a rotating shaft by which circular motion is imparted to or received from the shaft. When combined with a connecting rod, it can be used to convert circular motion into reciprocating motion, or vice versa. The arm may be a bent portion of the shaft, or a separate arm or disk attached to it.
- c. **Gatch Bed** - refers to a hospital bed with a frame in three movable sections equipped with mechanical spring parts that permit raising the head end, foot end, or middle as required broadly.
- d. **IV Poles or Intravenous Poles** – refer to medical devices designed as a slender iron or aluminum portable pole with adjustable height, a 4-5 wheeled base for stability, and 2 to 4 hooks on the pole top that provide a secure place to hang bags of medicine or fluid that with gravity, ensures an uninterrupted administration of medicine down through a hollow plastic tube and into the veins of the patient.
- e. **Mattress** – refers to a large, rectangular pad for supporting the reclining body, designed to be used as a bed or on a bed frame, as part of a bed. Mattresses may consist of a quilted or similarly fastened case, usually of heavy cloth, that contain materials such as hair, straw, cotton, foam rubber, or a framework of metal springs.
- f. **Polyethylene or Polythene** – refers to the most common plastic in use today. It is a linear, man-made, addition, homo-polymer, primarily used for packaging.
- g. **Side Rail** – refers to one long narrow member connecting the headboard and footboard of a bed.
- h. **Ward** – refers to a large room in a hospital for the accommodation of several patients.

#### 6. GUIDELINES:

- a. Description:

Hospital Beds for Ward Patients are types of beds such as nursing care beds used not only in hospitals, but in other health care facilities

and settings, such as nursing homes, assisted-living facilities, outpatient clinics, and in home health care.


b. Technical Specifications:

1. Overall Length: 76 inches
2. Overall Width: 35 inches
3. Side Rail Guard: Whole Bar or Split Side Rails with 2" to 4" gap at the middle
4. Head and Foot Board: Plastic Blow Molded Polyethylene (PE) or Acrylonitrile Butadiene Styrene (ABS) Plastic
5. IV pole: At least 2 hooks and 2 sockets
6. Capacity: 250 kgs.
7. Backrest: 80°
8. Knee Gatch/Thigh: 40°
9. High adjustment: At least 28" Max (from the floor)
10. Low adjustment: At least 22" inches (from the floor)
11. Type: 3 cranks (head and foot part, and whole bed - high and low adjustment)
12. Mattress: Compatible/fit with bed frame; with anti- bacterial, and water repellent cover; and with polyurethane foam material
13. Caster: 4 with brake

7. EFFECTIVITY:

This MC shall take effect immediately after 15 days from filing a copy thereof at the UP Law Center in consonance with Section 3, Chapter 2, Book VII of Executive Order 292 otherwise known as the "Revised Administrative Code of 1987," as amended.



  
**DEBOLS M SINAS**  
Police General  
Chief, PNP



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