

MT-CC-05 Master List of Documented Information

KUCHING

DOCUMENT REFERENCE NUMBER & TITLE		REVISION NUMBER	EFFECTIVE DATE
QUALITY MANUAL			
1	QM-CC-01 Quality Manual	4	30 September 2025
QUALITY PROCEDURE			
1	QP-AM-01 Transfer and Receive of Department/Agency Records and Archives	9	1 November 2024
2	QP-AM-02 Reference of Department/Agency Records and Archives at State Records Repository	9	1 December 2025
3	QP-CES-01 Management of Community Engagement Programs	2	25 March 2022
4	QP-CC-01 Management Review Meeting	3	1 September 2022
5	QP-CC-02 Management of Risk	3	1 September 2022
6	QP-CC-03 Management of Customer Complaint	4	1 September 2022
7	QP-CC-05 Management of Change	2	1 September 2022
8	QP-CC-06 Corrective Action	2	1 September 2022
9	QP-CC-07 Control of Documented Information	2	1 September 2022
10	QP-CC-08- Analysis and Evaluation	2	1 September 2022

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
11	QP-CC-09 ISO Internal Audit	2	1 September 2022
12	QP-CC-10 Monitoring of Quality Objectives	2	1 September 2022
13	QP-CC-11 Management Of Incoming And Outgoing Correspondences	2	1 September 2022
14	QP-CC-12 Handling Of Active And Closed Files	2	1 September 2022
15	QP-FIN-01 Purchasing Control	4	18 February 2025
16	QP-FIN-02 Re-evaluation of Existing Supplier/Contractors	2	18 February 2025
17	QP-FIN-03 Selection and Evaluation of New Supplier/Contractor	0	18 February 2025
18	QP-FM-01 Management of Work Environment	2	1 September 2022
19	QP-FM-02 Scheduled Maintenance of Building Facilities, Park and Equipment	5	22 August 2025
20	QP-FM-03 Corrective Maintenance of Park, Building Facilities and Equipment	5	22 August 2025
21	QP-FM-04 Corrective Maintenance of Equipment	0	1 August 2024
22	QP-FM-05 Corrective Maintenance of Pustaka Park	0	1 August 2024
23	QP-HR-01 Staff Recruitment and Selection	7	14 June 2023

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24	QP-HR-02 Training	10	14 June 2023
25	QP-IA-01 Internal Audit Operation	3	27 November 2024
26	QP-INFRA-01 Preventive Maintenance of ICT System	2	1 March 2024
27	QP-INFRA-02 Enhancement of ICT Application System	3	1 March 2023
28	QP-INFRA-03 Corrective Maintenance of ICT Systems	3	1 March 2024
29	QP-IS-01 Membership Management	6	1 October 2024
30	QP-IS-02 Circulation Service	6	1 October 2024
31	QP-IS-03 Inter Library Loan	6	1 October 2024
32	QP-IS-04 Reference Service	5	1 October 2024
33	QP-I&S-01 Continual Improvement	7	1 March 2024
34	QP-I&S-02 Monitoring of Development Projects	0	1 March 2024
35	QP-I&S-03 Management of Research Projects	0	1 March 2024
36	QP-LKC-01 Management of High Aptitude Meeting and Discourse (HAMeED) Program	2	1 August 2025

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DOCUMENT REFERENCE NUMBER & TITLE		REVISION NUMBER	EFFECTIVE DATE
37	QP-LKC-02 Management of Publication	2	25 August 2025
38	QP-LLLIL-01 Management of User Education Programs	0	2 January 2025
39	QP-RM-01 Records Management Awareness Training Programme	7	1 November 2024
40	QP-RM-02 Appraisal and Disposal of Public Records	4	15 November 2025
41	QP-SWK-01 Acquisition of Legal Deposit Materials	8	21 November 2024
42	QP-SWK-02 Acquisition of Special Collection Materials	0	1 September 2025
43	QP-SWK-03 Reference Services of Special Collection Materials	0	1 September 2025
44	QP-TS-01 Acquisition of Library Materials	5	1 March 2025
45	QP-TS-02 Organization of Acquired Library Materials	7	1 March 2025
46	QP-TS-03 Receiving of Library Materials	3	1 March 2025
47	QP-WAKM-01 Maintenance of Website	3	12 May 2024
48	QP-WAKM-02 Management of Organisational Knowledge	0	12 May 2022

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DOCUMENT REFERENCE NUMBER & TITLE			REVISION NUMBER	EFFECTIVE DATE
GUIDELINES				
1	GL-AM-01 Processing of Transferred Department/ Agency Records and Archives		4	1 November 2024
2	GL-AM-03 Handling of Request for Digital View Records via Archival Records Management System (ARMS)		2	1 November 2024
3	GL-AM-04 Fumigation of Records and Archives at State Records Repository		1	1 November 2024
4	GL-AM-05 Data Entry in Archival Records Management System (ARMS)		1	1 November 2024
5	GL-LKC-01 Guidelines for the Management of HAMeED		0	1 March 2024
6	GL-HR-01 Staff Recruitment & Selection		6	14 June 2023
7	GL-HR-02 Training Manual		3	1 September 2022
8	GL-HR-03 Coaching & Mentoring Manual		1	1 May 2023
9	GL-INFRA-01 Guidelines for Solving ICT Application Related Problems		2	30 November 2022
10	GL-INFRA-02 Guidelines for Solving Printer Related Problems		2	30 November 2022
11	GL-INFRA-03 Guidelines for Solving Network Related Problems		2	30 November 2022
12	GL-INFRA-04 Guidelines for Solving Personal Computer (PC) Related Problems		2	30 November 2022

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
13	GL-INFRA-05 Guidelines for Solving Scanner Related Problems	2	30 November 2022
14	GL-INFRA-06 Guidelines for Solving Operating System Related Problems	2	30 November 2022
15	GL-LLLIL-01 Preparation for the Information Literacy Class	0	2 January 2025
16	GL-LLLIL-02 Preparation for the Family Literacy Class	0	2 January 2025
17	GL-LLLIL-03 Preparation for Online Database Training and Workshop	0	2 January 2025
18	GL-LLLIL-04 Preparation of the Library Orientation and Guided Tour	0	2 January 2025
19	GL-INFRA-07 Guidelines for ICT Preventive Maintenance	2	30 November 2022
20	GL-INFRA-08 Handling of Internal ANGKASA User Access Request Guidelines	2	30 November 2022
21	GL-INFRA-09 Handling of Service Level Agreement Guidelines	2	30 November 2022
22	GL-IS-01 Handling of Library Services Rating Form	4	1 October 2024
23	GL-IS-02 Extension of Borrowing Period	4	1 October 2024
24	GL-IS-03 Determining The Category of Damaged Library Materials	3	1 October 2024
25	GL-IS-04 Management of Counter Service	2	1 October 2024

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26	GL-IS-05 Shelving of Items	4	1 October 2024
27	GL-IS-06 Shelf Reading	4	1 October 2024
28	GL-IS-07 Determining The Categories Of Reference Esquires	4	1 October 2024
29	GL-IS-10 Handling Request for the Circulation of Weeded Library Materials	0	1 October 2025
30	GL-IS-11 Handling Request for the Reference Use of Weeded Library Materials	0	1 October 2025
31	GL-IS-12 Book Delivery Services (BookBear Services)	0	1 October 2024
32	GL-IS-13 E-Knowbase	0	1 October 2024
33	GL-IS-14 Handling of Bulk Loan Service	0	1 October 2024
34	GL-IS-16 Management of the use of Prohibited Material	0	1 October 2024
35	GL-RM-01 Records Appraisal Criteria	2	1 November 2024
36	GL-SWK-01 Conducting Legal Deposit Awareness Seminar	8	21 November 2024
37	GL-SWK-02 Conducting Awareness programme to Acquire Legal Deposit Materials	5	21 November 2024

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DOCUMENT REFERENCE NUMBER & TITLE			REVISION NUMBER	EFFECTIVE DATE
38	GL-SWK-03 Publication Screening		5	21 November 2024
39	GL-SWK-04 Access to Special Collection Materials		0	1 September 2025
40	GL-SWK-05 Acquisition of Special Collection Materials Guidelines		0	1 September 2025
41	GL-SWK-06 Guideline for Organisation and Handling of Special Collection		0	1 September 2025
42	GL-TS-01 Acquisition of Library Material Guidelines		6	21 February 2025
43	GL-TS-02 Cataloguing and Classification Guidelines		5	1 March 2025
44	GL-TS-03 Panduan Pemrosesan Bahan-Bahan Perpustakaan		4	15 October 2022
45	GL-TS-09 Guideline for Subscription of Serial		0	18 February 2022

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DOCUMENT REFERENCE NUMBER & TITLE			REVISION NUMBER	EFFECTIVE DATE
MASTER LIST				
1	MT-AM-01	Table of Quality Objectives	8	1 November 2024
2	MT-AM-02	Table of Data Analysis	6	1 November 2024
3	MT-AM-03	Matrix of Interested Parties	5	1 November 2024
4	MT-AM-04	Matrix of Internal and External Issues	8	1 November 2024
5	MT-CES-01	Table of Quality Objectives	2	3 February 2023
6	MT-CES-02	Table of Data Analysis	1	1 August 2021
7	MT-CES-03	Matrix of Interested Parties	1	1 August 2021
8	MT-CES-04	Matrix of Internal and External Issues	2	25 March 2022
9	MT-CC-01	Table of Quality Objectives	5	30 September 2025
10	MT-CC-02	Table of Data Analysis	1	11 November 2020
11	MT-CC-03	Matrix of Interested Parties	1	1 April 2020
12	MT-CC-04	Matrix of Internal and External Issues	1	1 April 2020

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
13	MT-CC-05 Master List of Documented Information	17	9 January 2026
14	MT-CC-06 Master List of Documents of External Origin	1	28 December 2020
15	MT-CC-07 Customer Perception Monitoring and Analysis Table	0	2 January 2021
16	MT-FIN-01 Finance - Table of Quality Objectives	3	18 February 2025
17	MT-FIN-02 Finance – Table of Data Analysis	2	18 February 2025
18	MT-FIN-03 Finance Division - Matrix of Interested Parties	0	26 November 2021
19	MT-FIN-04 Finance Division - Matrix of Internal and External Issues	0	26 November 2021
20	MT-FM-01 Facility Management Division: Table of Quality Objectives	5	22 August 2025
21	MT-FM-02 Facility Management Division - Table of Data Analysis	6	22 August 2025
22	MT-FM-03 Facility Management Division - Matrix of Interested Parties	0	31 March 2022
23	MT-FM-04 Facility Management Division - Matrix of Internal and External Issues	4	1 September 2023
24	MT-HR-01 Table of Quality Objectives	2	22 November 2021

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25	MT-HR-02 Table of Data Analysis		3	22 November 2021
26	MT-HR-03 Matrix of Internal and External Issues		4	22 November 2021
27	MT-HR-04 Matrix of Interested Parties		2	22 November 2021
28	MT-IA-01 Table of Quality Objectives		1	27 November 2024
29	MT-IA-04 Matrix of Internal and External Issues		1	27 November 2024
30	MT-IS-01 Table of Quality Objectives		4	1 October 2024
31	MT-IS-02 Table of Data Analysis		6	1 October 2024
32	MT-IS-03 Matrix of Interested Parties		5	1 October 2024
33	MT-IS-04 Matrix of Internal and External Issues		5	1 October 2024
34	MT-INFRA-01 Table of Quality Objectives		2	1 March 2024
35	MT-INFRA-02 Table of Data Analysis		3	1 March 2024
36	MT-INFRA-03 Matrix of Interested Parties		3	1 March 2024

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37	MT-INFRA-04 Matrix of Internal and External Issues	3	1 March 2024
38	MT-LKC-01 Table of Quality Objectives	0	1 March 2024
39	MT-LKC-02 Matrix of Interested Parties	0	1 March 2024
40	MT-LKC-03 Matrix of Internal and External Issues	0	1 March 2024
41	MT-LLLLIL-01 Table of Quality Objectives	0	2 January 2025
42	MT-LLLLIL-02 Table of Data Analysis	0	2 January 2025
43	MT-LLLLIL-03 Matrix of Interested Parties	0	2 January 2025
44	MT-LLLLIL-04 Matrix of Internal and External Issues	0	2 January 2025
45	MT-RM-01 Table of Quality Objectives	5	1 November 2024
46	MT-RM-02 Matrix of Data Analysis	2	1 November 2024
47	MT-RM-03 Matrix of Interested Parties	2	1 November 2024
48	MT-RM-04 Matrix of Internal & External Issues	6	15 November 2025
49	MT-SWK-01 Table of Quality Objectives	5	21 November 2024

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DOCUMENT REFERENCE NUMBER & TITLE				REVISION NUMBER	EFFECTIVE DATE
50	MT-SWK-02	Table of Data Analysis		3	21 November 2024
51	MT-SWK-03	Matrix of Interested Parties		6	21 November 2024
52	MT-SWK-04	Matrix of Internal and External Issues		4	21 November 2024
53	MT-TS-01	Table of Quality Objectives		4	25 March 2022
54	MT-TS-02	Table of Data Analysis		2	18 March 2022
55	MT-TS-03	Matrix of Internal & External Issues		3	1 March 2025
56	MT-TS-04	Matrix of Interested Parties		4	25 March 2022
57	MT-WAKM-01	Table of Quality Objectives		2	12 May 2022
58	MT-WAKM-03	Matrix of Interested Parties		3	12 May 2022
59	MT-WAKM-04	Matrix of Internal dan External Issues		3	1 March 2024
60	MT-WAKM-05	Knowledge Inventory		0	12 May 2022

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DOCUMENT REFERENCE NUMBER & TITLE			REVISION NUMBER	EFFECTIVE DATE
QUALITY PROCEDURE				
1	QP-CES-MR-01	Management of Community Engagement Programs	2	1 February 2025
2	QP-CM-MR-01	Management of Incoming and Outgoing Correspondences	3	15 February 2025
3	QP-CM-MR-04	Purchasing Control	4	15 February 2025
4	QP-CM-MR-05	Selection and Evaluation of New Supplier/ Contractors	3	15 February 2025
5	QP-CM-MR-06	Schedule Maintenance of Building Facilities and Equipment	3	17 March 2023
6	QP-CM-MR-07	Corrective Maintenance of Building Facilities and Equipment	3	17 March 2023
7	QP-CM-MR-08	Management of Work Environment	3	17 March 2023
8	QP-CM-MR-10	Management of Customer Complaint	3	15 February 2025
9	QP-CM-MR-11	Preventive Maintenance of ICT System	0	1 June 2022
10	QP-CM-MR-12	Corrective Maintenance of ICT System	1	15 February 2025
11	QP-CM-MR-13	Re-evaluation of Existing Supplier/ Contractors	0	15 February 2025
12	QP-IS-MR-01	Membership Management	1	25 November 2021

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13	QP-IS-MR-02 Circulation Service	1	25 November 2021
14	QP-IS-MR-03 Inter Library Loan	1	25 November 2021
15	QP-IS-MR-04 Reference Services	1	25 November 2021
16	QP-IS-MR-05 Management of User Education Programs	0	8 March 2023
17	QP-TS-MR-01 Acquisition of Library Materials	3	1 April 2025
18	QP-TS-MR-02 Organization of Acquired Library Materials	3	1 March 2025
19	QP-TS-MR-03 Receiving of Library Materials	0	1 April 2025

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DOCUMENT REFERENCE NUMBER & TITLE				REVISION NUMBER	EFFECTIVE DATE
GUIDELINES					
1	GL-TS-MR-01	Acquisition of Library Materials Guidelines		3	1 April 2025
2	GL-TS-MR-02	Cataloguing and Classification Guidelines		3	1 April 2025
3	GL-TS-MR-03	Panduan Pemrosesan Bahan-Bahan Perpustakaan		2	1 April 2023
4	GL-TS-MR-04	Guidelines for Receiving Gift & Exchange		1	1 April 2025
5	GL-TS-MR-05	Guidelines for Subscription of Serials		1	1 April 2025
6	GL-TS-MR-06	Guidelines for Receiving of Serial Materials		0	1 April 2025
7	GL-TS-MR-07	Guidelines for Receiving Legal Deposit Collections		0	1 April 2025
8	GL-TS-MR-08	Guidelines for Handling User Requests for Library Materials		0	1 April 2025
9	GL-IS-MR-01	Handling of Services Rating Form		1	25 November 2021
10	GL-IS-MR-02	Extension Of Borrowing Period		1	25 November 2021
11	GL-IS-MR-03	Determining The Category Of Damaged Library Materials		1	25 November 2021
12	GL-IS-MR-04	Circulation Counter Service		1	25 November 2021

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13	GL-IS-MR-05 Shelving of Items	1	25 November 2021
14	GL-IS-MR-06 Shelf Reading	1	25 November 2021
15	GL-IS-MR-07 Determining the Categories of Reference Enquiries	1	25 November 2021
16	GL-IS-MR-08 Preparation for the Information Literacy Class	1	25 November 2021
17	GL-IS-MR-09 Preparation for the Family Literacy Class	1	25 November 2021
18	GL-IS-MR-10 Preparation for the Online Database Training and Workshop	1	25 November 2021
19	GL-IS-MR-11 Preparation for the Library Orientation and Guided Tour	1	25 November 2021
20	GL-CES-MR-01 Working Committee Guidelines	2	1 February 2025
21	GL-CM-MR-01 Guidelines of ICT Preventive Maintenance	0	1 June 2022
22	GL-CM-MR-02 Solving ICT Application Related Problems	0	1 June 2022
23	GL-CM-MR-03 Solving Printer Related Problems	0	1 June 2022
24	GL-CM-MR-04 Solving Network related problems	0	1 June 2022
25	GL-CM-MR-05 Solving Personal Computer (PC) related problems	0	1 June 2022
26	GL-CM-MR-06 Solving Scanner related problems	0	1 June 2022

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MASTER LIST					
1	MT-CM-MR-01	Table of Quality Objectives		3	15 February 2025
2	MT-CM-MR-02	Table of Data Analysis		3	15 February 2025
3	MT-CM-MR-03	Matrix of Interested Parties		2	15 February 2025
4	MT-CM-MR-04	Matrix of Internal and External Issues		3	15 February 2025
5	MT-IS-MR-01	Information Services Division - Table of Quality Objectives		1	25 November 2021
6	MT-IS-MR-02	Information Services Division - Table of Data Analysis		2	8 March 2023
7	MT-IS-MR-03	Information Services Division - Matrix of Interested Parties		1	25 November 2021
8	MT-IS-MR-04	Information Services Division - Matrix of Internal and External Issues		2	8 March 2023
9	MT-TS-MR-01	Technical Services Division, Miri - Table of Quality Objectives		3	1 April 2025
10	MT-TS-MR-03	Technical Services Division, Miri - Matrix of Internal and External Issues		4	1 April 2025

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11	MT-TS-MR-04	Technical Services Division, Miri - Matrix of Interested Parties	4	1 April 2025
12	MT-TS-MR-02	Technical Services Division, Miri, Table of Data Analysis	3	1 April 2025
13	MT-CES-MR-01	Community Engagement Services Division-Table of Quality Objectives	2	1 February 2025
14	MT-CES-MR-02	Community Engagement Services Division-Table of Data Analysis	2	1 February 2025
15	MT-CES-MR-03	Community Engagement Service Division-Matrix of Interested Parties	3	1 February 2025
16	MT-CES-MR-04	Community Engagement Services Division - Matrix of Internal and External Issues	2	1 February 2025

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DOCUMENT REFERENCE NUMBER & TITLE			REVISION NUMBER	EFFECTIVE DATE
QUALITY PROCEDURE				
1	QP-CES-SB-01	Management of Community Engagement Programs	3	6 August 2024
2	QP-CM-SB-01	Purchasing Control	4	1 October 2024
3	QP-CM-SB-02	Selection, Evaluation and Re-evaluation of Supplier/ Contractors	3	1 October 2024
4	QP-CM-SB-03	Management of Work Environment	3	1 October 2024
5	QP-CM-SB-04	Corrective Maintenance of Building Facilities and Equipment	3	1 October 2024
6	QP-CM-SB-05	Schedule Maintenance of Building Facilities and Equipment	3	1 October 2024
7	QP-CM-SB-06	Management of Customer Complaint	5	1 Februari 2025
8	QP-CM-SB-08	Management of Incoming and Outgoing Correspondences	3	30 September 2024
9	QP-CM-SB-10	Preventive Maintenance of ICT System	4	1 March 2025
10	QP-CM-SB-11	Corrective Maintenance of ICT Systems	3	30 April 2024
11	QP-IS-SB-01	Membership Management	2	3 April 2023
12	QP-IS-SB-02	Circulation Services	1	4 March 2022
13	QP-IS-SB-03	Inter Library Loan	1	4 March 2022

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14	QP-IS-SB-04	Reference Services		1	4 March 2022
15	QP-IS-SB-05	Management of User Education Programs		0	1 May 2021
16	QP-TS-SB-01	Acquisition of Library Materials		4	18 February 2025
17	QP-TS-SB-02	Organization of Acquired Library Materials		3	2 September 2022
18	QP-TS-SB-03	Receiving of Library Materials		1	18 February 2025
GUIDELINES					
1	GL-CES-SB-01	Working Committee Guidelines		1	4 March 2022
2	GL-CES-SB-02	Community Engagement Programs Guidelines		0	6 July 2023
3	GL-CES-SB-03	Outreach Programs Guidelines		0	6 August 2024
4	GL-TS-SB-01	Acquisition Guidelines		3	18 February 2025
5	GL-TS-SB-02	Cataloguing Guidelines		1	4 March 2022
6	GL-TS-SB-03	Panduan Pemrosesan Bahan-bahan		3	5 April 2023
7	GL-TS-SB-04	Guideline for Receiving Gift & Exchange		0	4 March 2022
8	GL-TS-SB-05	Guidelines for Subscription of Serial Materials		0	4 March 2022

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9	GL-TS-SB-06	Receiving of Library Materials Guidelines		0	18 February 2025
10	GL-IS-SB-01	Handling of Services Rating Form		0	1 May 2021
11	GL-IS-SB-02	Extension of Borrowing Period		0	1 May 2021
12	GL-IS-SB-03	Determining the Category of Damaged Library Materials		0	1 May 2021
13	GL-IS-SB-04	Circulation Counter Service		0	1 May 2021
14	GL-IS-SB-05	Shelving of Items		0	1 May 2021
15	GL-IS-SB-06	Shelf Reading		0	1 May 2021
16	GL-IS-SB-07	Determining the Categories of Reference Enquiries		0	1 May 2021
17	GL-IS-SB-08	Preparation for the Information Literacy Class		0	1 May 2021
18	GL-IS-SB-09	Preparation for the Family Literacy Class		0	1 May 2021
19	GL-IS-SB-10	Preparation for the Online Database Training and Workshop		1	3 April 2023
20	GL-IS-SB-11	Preparation of the Library Orientation and Guided Tour		1	3 April 2023

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21	GL-IS-SB-12 Book Delivery Services (BookBear Services)	0	1 May 2021
22	GL-IS-SB-13 E-Knowbase	0	1 May 2021
23	GL-CM-SB-01 Guidelines of ICT Preventive Maintenance	0	1 May 2021
24	GL-CM-SB-02 Solving ICT Application Related Problems	1	4 March 2022
25	GL-CM-SB-03 Solving Printer Related Problems	1	4 March 2022
26	GL-CM-SB-04 Solving Network Related Problems	1	4 March 2022
27	GL-CM-SB-05 Solving Personal Computer (PC) Related Problems	1	4 March 2022
28	GL-CM-SB-06 Solving Scanner Related Problems	1	4 March 2022
29	GL-CM-SB-07 Solving Operating System Related Problems	1	4 March 2022

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DOCUMENT REFERENCE NUMBER & TITLE			REVISION NUMBER	EFFECTIVE DATE
MASTER LIST				
1	MT-CM-SB-01 Corporate Management SibU Division, Table of Quality Objectives		4	30 June 2025
2	MT-CM-SB-02 Table of Data Analysis		4	30 April 2024
3	MT-CM-SB-03 Corporate Management SibU Division, Matrix of Interested Parties		4	30 June 2025
4	MT-CM-SB-04 Corporate Management SibU Division, Matrix of Internal and External Issues		3	30 April 2024
5	MT-TS-SB-01 Table of Quality Objectives		4	18 February 2025
6	MT-TS-SB-02 Technical Services Division, SibU - Table of Data Analysis		1	4 March 2022
7	MT-TS-SB-03 Matrix of Internal and External Issues		4	18 February 2025
8	MT-TS-SB-04 Matrix of Interested Parties		4	18 February 2025
9	MT-CES-SB-01 Community Engagement Service Division - Table of Quality Objectives		1	4 March 2022
10	MT-CES-SB-02 Community Engagement Services Division - Table of Data Analysis		0	1 May 2021

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DOCUMENT REFERENCE NUMBER & TITLE				REVISION NUMBER	EFFECTIVE DATE
11	MT-CES-SB-03	Community Engagement Services Division, SibU - Matrix of Interested Parties		1	4 March 2022
12	MT-CES-SB-04	Community Engagement Services Division - Matrix of Internal and External Issues		1	4 March 2022
13	MT-IS-SB-01	Information Services Division - Table of Quality Objectives		2	4 April 2023
14	MT-IS-SB-02	Information Services Division - Table of Data Analysis		0	1 May 2021
15	MT-IS-SB-03	Information Services Division - Matrix of Interested Parties		2	6 August 2024
16	MT-IS-SB-04	Information Services Division – Matrix of Internal and External Issues		3	6 August 2024

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