Master List/ Matrix/ Table

Prepared by:

Iawena Aloh Bayangku Hadzimah, Awangku Ahmad

Reviewed by:

21 February 2025

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Effective Date: 21 February 2025

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
QUAL	QUALITY MANUAL		
-	QM-CC-01 Quality Manual	3	6 May 2024
QUAL	QUALITY PROCEDURE		
-	QP-AM-01 Transfer and Receive of Department/Agency Records and Archives	6	1 November 2024
2	QP-AM-02 Reference of Department/Agency Records and Archives at State Records Repository	8	1 November 2024
3	QP-CES-01 Management of Community Engagement Programs	2	25 March 2022
4	QP-CC-01 Management Review Meeting	ဇ	1 September 2022
2	QP-CC-02 Management of Risk	. 6	1 September 2022
9	QP-CC-03 Management of Customer Complaint	4	1 September 2022
7	QP-CC-05 Management of Change	2	1 September 2022
80	QP-CC-06 Corrective Action	2	1 September 2022
6	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
Ξ	QP-CC-09 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 2023
18	QP-FM-01 Management of Work Environment	2	1 September 2022
19	QP-FM-02 Scheduled Maintenance of Building Facilities, Park and Equipment	4	1 August 2024
20	QP-FM-03 Corrective Maintenance of Facilities	4	1 August 2024
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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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
24	QP-HR-02 Training	10	14 June 2023
25	QP-INFRA-01 Preventive Maintenance of ICT System	2	1 March 2024
26	QP-INFRA-02 Enhancement of ICT Application System	2	1 March 2023
27	QP-INFRA-03 Corrective Maintenance of ICT Systems	3	1 March 2024
28	QP-IS-01 Membership Management	9	1 October 2024
29	QP-IS-02 Circulation Service	9	1 October 2024
30	QP-IS-03 Inter Library Loan	9	1 October 2024
31	QP-IS-04 Reference Service	5	1 October 2024
32	QP-IS-05 Management of User Education Programs	5	15 June 2023
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-IA-01 Internal Audit Operation	ဇ	27 November 2024

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
37	QP-LKC-01 Management of High Aptitude Meeting and Discourse (HAMeeD) Program	-	1 August 2024
38	QP-LKC-02 Management of Publication	+	14 November 2022
39	QP-LLLIL-01 Management of User Education Programs	0	2 January 2025
40	QP-RM-01 Records Management Awareness Training Programme	7	1 November 2024
41	QP-RM-02 Appraisal & Disposal of Public Records	3	1 November 2024
42	QP-SWK-01 Acquisition of Legal Deposit Materials	80	21 November 2024
43	QP-TS-01 Acquisition of Library Materials	4	18 March 2022
44	QP-TS-02 Organization of Acquired Library Materials	9	15 September 2022
45	QP-TS-03 Receiving of Library Materials	-	1 June 2022
46	QP-WAKM-01 Maintenance of Website	8	12 May 2024
47	QP-WAKM-02 Management of Organisational Knowledge	0	12 May 2022

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
GUIDE	GUIDELINES		
-	GL-AM-04 Fumigation of Records and Archives at State Records Repository	-	1 November 2024
2	GL-AM-05 Data Entry in Archival Records Management System (ARMS)	1	1 November 2024
က	GL-LKC-01 Guidelines for the Management of HAMeeD	0	1 March 2024
4	GL-HR-03 Coaching & Mentoring Manual	1	1 May 2023
5	GL-HR-01 Staff Recruitment & Selection	9	14 June 2023
9	GL-HR-02- Training Manual	3	1 September 2022
7	GL-IS-16 Management of the use of Prohibited Material	0	1 October 2024
8	GL-IS-14 Handling of Bulk Loan Service	0	1 October 2024
6	GL-SWK-01 Conducting Legal Deposit Awareness Seminar	&	21 November 2024
10	GL-SWK-02 Conducting Awareness programme to Acquire Legal Deposit Materials	5	21 November 2024
Ξ	GL-SWK-03 Publication Screening	5	21 November 2024
12	GL-LLLIL-01 Preparation for the Information Literacy Class	0	2 January 2025

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
13	GL-LLLIL-02 Preparation for the Family Literacy Class	0	2 January 2025
41	GL-LLLIL-03 Preparation for Online Database Training and Workshop	0	2 January 2025
15	GL-LLLIL-04 Preparation of the Library Orientation and Guided Tour	0	2 January 2025
16	GL-SWK-04 Access to Special Collection Materials	-	7 December 2020
17	GL-TS-SB-06 Receiving of Library Materials	0	18 February 2025
18	GL-IS-12 Book Delivery Services (BookBear Services)	0	1 October 2024
19	GL-IS-13 E-Knowbase	0	1 October 2024
20	GL-INFRA-01 Guidelines for Solving ICT Application Related Problems	2	30 November 2022
21	GL-INFRA-02 Guidelines for Solving Printer Related Problems	2	30 November 2022
22	GL-INFRA-03 Guidelines for Solving Network Related Problems	2	30 November 2022
23	GL-INFRA-04 Guidelines for Solving Personal Computer (PC) Related Problems	2	30 November 2022
24	GL-INFRA-05 Guidelines for Solving Scanner Related Problems	2	30 November 2022
25	GL-INFRA-06 Guidelines for Solving Operating System Related Problems	2	30 November 2022

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
26	GL-INFRA-07 Guidelines for ICT Preventive Maintenance	2	30 November 2022
27	GL-INFRA-08 Handling of Internal ANGKASA User Access Request Guidelines	2	30 November 2022
28	GL-INFRA-09 Handling of Service Level Agreement Guidelines	2	30 November 2022
29	GL-IS-01 Handling of Library Services Rating Form	4	1 October 2024
30	GL-IS-02 Extension of Borrowing Period	4	1 October 2024
31	GL-IS-03 Determining The Category of Damaged Library Materials	3	1 October 2024
32	GL-IS-04 Circulation Counter Service	2	1 October 2024
33	GL-IS-05 Shelving of Items	4	1 October 2024
34	GL-IS-06 Shelf Reading	4	1 October 2024
35	GL-IS-07 Determining The Categories Of Reference Esquires	4	1 October 2024
36	GL-IS-08 Preparation for the Information Literacy Class	4	7 April 2022
37	GL-IS-09 Preparation of the Family Literacy Class	4	7 April 2022
38	GL-IS-10 Preparation of the Online Database Training and Workshop	4	7 April 2022

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
39	GL-IS-15 Handling of Book Sanitizer Service	0	1 October 2024
40	GL-TS-01 Acquisition of Library Material Guidelines	4	1 October 2022
14	GL-TS-02 Cataloguing and Classification Guidelines	4	15 September 2022
42	GL-AM-03 Handling of Request for Digital View Records via Archival Records Management System (ARMS)	2	1 November 2024
43	GL-TS-03 Panduan Pemprosesan Bahan-Bahan Perpustakaan	4	15 October 2024
44	GL-TS-09 Guideline for Subscription of Serial	0	18 February 2022
45	GL-AM-01 Processing of Transferred Department/Agency Records and Archives	4	1 November 2024
46	GL-RM-01 Records Appraisal Criteria	2	1 November 2024

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
MAST	MASTER LIST		
-	MT-AM-01 Table of Quality Objectives	8	1 November 2024
2	MT-AM-02 Table of Data Analysis	9	1 November 2024
3	MT-AM-03 Matrix of Interested Parties	5	1 November 2024
4	MT-CES-01 Table of Quality Objectives	2	3 February 2023
5	MT-CES-02 Table of Data Analysis	-	1 August 2021
9	MT-CES-03 Matrix of Interested Parties	-	1 August 2021
7	MT-CES-04 Matrix of Internal and External Issues	2	25 March 2022
80	MT-CC-01 Table of Quality Objectives	4	1 November 2024
6	MT-CC-02 Table of Data Analysis	-	11 November 2020
10	MT-CC-03 Matrix of Interested Parties	-	1 April 2020
Ξ	MT-CC-04 Matrix of Internal and External Issues	-	1 April 2020
12	MT-LKC-02 Matrix of Interested Parties	0	1 March 2024

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
13	MT-LKC-03 Matrix of Internal and External Issues	0	1 March 2024
14	MT-LKC-01 Table of Quality Objectives	0	1 March 2024
15	MT-HR-01 Table of Quality Objectives	2	22 November 2021
16	MT-HR-02 Table of Data Analysis	3 .	22 November 2021
17	MT-HR-03 Matrix of Internal and External Issues	4	22 November 2021
18	MT-HR-04 Matrix of Interested Parties	2	22 November 2021
19	MT-LLLIL-01 Table of Quality Objectives	0	2 January 2025
20	MT-SWK-01 Table of Quality Objectives	5	21 November 2024
21	MT-LLLIL-02 Table of Data Analysis	0	2 January 2025
22	MT-SWK-02 Table of Data Analysis	3	21 November 2024
23	MT-LLLIL-03 Matrix of Interested Parties	0	2 January 2025
24	MT-SWK-03 Matrix of Interested Parties	9	21 November 2024
25	MT-LLLIL-04 Matrix of Internal and External Issues	0	2 January 2025

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
26	MT-WAKM-01 Table of Quality Objectives	2	12 May 2022
27	MT-WAKM-03 Matrix of Interested Parties	3	12 May 2022
28	MT-WAKM-04 Matrix of Internal dan External Issues	3	1 March 2024
29	MT-IA-01 Table of Quality Objectives	1	27 November 2024
30	MT-IA-04 Matrix of Internal and External Issues	1	27 November 2024
31	MT-INFRA-01 Table of Quality Objectives	2	1 March 2024
32	MT-INFRA-02 Table of Data Analysis	3	1 March 2024
33	MT-INFRA-03 Matrix of Interested Parties	3	1 March 2024
34	MT-CC-07 Customer Perception Monitoring and Analysis Table	0	2 January 2021
35	MT-RM-01 Table of Quality Objectives	5	1 November 2024
36	MT-RM-02 Matrix of Data Analysis	2	1 November 2024
37	MT-RM-03 Matrix of Interested Parties	2	1 November 2024
38	MT-FM-01 Facility Management Division: Table of Quality Objectives	4	1 August 2024

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
39	MT-IS-01 Table of Quality Objectives	4	1 October 2024
40	MT-IS-02 Table of Data Analysis	9	1 October 2024
14	MT-IS-03 Matrix of Interested Parties	5	1 October 2024
42	MT-TS-01 Table of Quality Objectives	4	25 March 2025
43	MT-TS-02 Table of Data Analysis	2	18 March 2022
44	MT-TS-03 Matrix of Internal & External Issues	2	25 March 2022
45	MT-TS-04 Matrix of Interested Parties	4	25 March 2022
46	MT-INFRA-04 Matrix of Internal and External Issues	3	1 March 2024
47	MT-RM-04 Matrix of Internal & External Issues	2	1 November 2024
48	MT-IS-04 Matrix of Internal and External Issues	5	1 October 2024
49	MT-SWK-04 Matrix of Internal and External Issues	4	21 November 2024
20	MT-AM-04 Matrix of Internal and External Issues	8	1 November 2024

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
51	MT-CC-05 Master List of Documented Information	16	21 February 2025
52	MT-CC-06 Master List of Documents of External Origin	τ-	28 December 2020
53	MT-FM-04 Facility Management Division - Matrix of Internal and External Issues	4	1 September 2023
54	MT-FIN-01 Finance - Table of Quality Objectives	3	18 February 2025
55	MT-FIN-03 Finance Division - Matrix of Interested Parties	0	26 November 2021
56	MT-FIN-02 Finance – Table of Data Analysis	2	18 February 2025
22	MT-FIN-04 Finance Division - Matrix of Internal and External Issues	0	26 November 2021
28	MT-FM-03 Facility Management Division - Matrix of Interested Parties	0	31 March 2022
59	MT-FM-02 Facility Management Division - Table of Data Analysis	5	1 August 2024
09	MT-WAKM-05 Knowledge Inventory	0	12 May 2022

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
QUAL	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	8	15 February 2025
က	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, Park and Equipment	3	17 March 2023
9	QP-CM-MR-07 Corrective Maintenance of Building Facilities, Park and Equipment	3	17 March 2023
7	QP-CM-MR-08 Management of Work Environment	3	17 March 2023
∞	QP-CM-MR-10 Management of Customer Complaint	3	15 February 2025
6	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
Ξ	QP-CM-MR-13 Re-evaluation of Existing Supplier/ Contractors	0	15 February 2025
12	QP-IS-MR-05 Management of User Education Programs	0	8 March 2023
13	QP-IS-MR-01 Membership Management	-	25 November 2021

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
14	QP-IS-MR-02 Circulation Service	1	25 November 2021
15	QP-IS-MR-03 Inter Library Loan	. 1	25 November 2021
16	QP-IS-MR-04 Reference Services	1	25 November 2021
17	QP-TS-MR-01 Acquisition of Library Materials	2	1 April 2023
18	QP-TS-MR-02 Organization of Acquired Library Materials	2	1 April 2023
GUIDE	GUIDELINES		
-	GL-CM-MR-06 Solving Scanner related problems	0	1 June 2022
2	GL-TS-MR-04 Guidelines for Receiving Gift & Exchange	0	1 August 2023
က	GL-TS-MR-05 Guidelines for Subscription of Serials	0	1 April 2023
4	GL-TS-MR-01 Acquisition Guidelines	2	1 April 2023
2	GL-TS-MR-02 Cataloguing and Classification Guidelines	2	1 April 2023
9	GL-TS-MR-03 Panduan Pemprosesan Bahan-Bahan Perpustakaan	2	1 April 2023
7	GL-IS-MR-01 Handling of Services Rating Form	1	25 November 2021
∞	GL-IS-MR-02 Extension Of Borrowing Period	1	25 November 2021
6	GL-IS-MR-03 Determining The Category Of Damaged Library Materials	-	25 November 2021

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

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
MAST	MASTER LIST		
-	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	-	25 November 2021
9	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
80	MT-IS-MR-04 Information Services Division - Matrix of Internal and External Issues	2	8 March 2023
6	MT-TS-MR-01 Technical Services Division, Miri - Table of Quality Objectives	2	1 April 2022
10	MT-TS-MR-03 Technical Services Division, Miri - Matrix of Internal and External Issues	8	1 April 2023

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
#	MT-TS-MR-04 Technical Services Division, Miri - Matrix of Interested Parties	3	1 April 2023
12	MT-TS-MR-02 Technical Services Division, Miri, Table of Data Analysis	2	1 April 2022
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	QUALITY PROCEDURE		
-	QP-CES-SB-01 Management of Community Engagement Programs	3	6 August 2024
2	QP-CM-SB-01 Purchasing Control	4	1 October 2024
က	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	8	1 October 2024
5	QP-CM-SB-04 Corrective Maintenance of Building Facilities and Equipment	3	1 October 2024
9	QP-CM-SB-05 Schedule Maintenance of Building Facilities and Equipment	3	1 October 2024
7	QP-CM-SB-06 Management of Customer Complaint	4	1 October 2024
8	QP-CM-SB-08 Management of Incoming and Outgoing Correspondences	3	30 September 2024
6	QP-CM-SB-10 Preventive Maintenance of ICT System	3	30 April 2024
10	QP-CM-SB-11 Corrective Maintenance of ICT Systems	3	30 April 2024
#	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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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
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	ES		
-	GL-CES-SB-02 Community Engagement Programs Guidelines	0	6 July 2023
2	GL-CES-SB-03 Outreach Programs Guidelines	0	6 August 2024
ε	GL-TS-SB-06 Receiving of Library Materials	0	18 February 2025
4	GL-TS-SB-01 Acquisition Guidelines	3	18 February 2025
5	GL-TS-SB-02 Cataloguing Guidelines	1	4 March 2022
9	GL-TS-SB-03 Panduan Pemprosesan Bahan-bahan	3	5 April 2023
7	GL-CES-SB-01 Working Committee Guidelines	. 1	4 March 2022

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
80	GL-IS-SB-01 Handling of Services Rating Form	0	1 May 2021
6	GL-IS-SB-02 Extension of Borrowing Period	0	1 May 2021
10	GL-IS-SB-03 Determining the Category of Damaged Library Materials	0	1 May 2021
Ξ	GL-IS-SB-04 Circulation Counter Service	0	1 May 2021
12	GL-IS-SB-05 Shelving of Items	0	1 May 2021
13	GL-IS-SB-06 Shelf Reading	0	1 May 2021
41	GL-IS-SB-07 Determining the Categories of Reference Enquiries	0	1 May 2021
15	GL-IS-SB-08 Preparation for the Information Literacy Class	0	1 May 2021
16	GL-IS-SB-09 Preparation for the Family Literacy Class	0	1 May 2021
17	GL-IS-SB-10 Preparation for the Online Database Training and Workshop	1	3 April 2023
18	GL-IS-SB-11 Preparation of the Library Orientation and Guided Tour	1	3 April 2023
19	GL-IS-SB-12 Book Delivery Services (BookBear Services)	0	1 May 2021
20	GL-IS-SB-13 E-Knowbase	0	1 May 2021

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
21	GL-CM-SB-01 Guidelines of ICT Preventive Maintenance	0	1 May 2021
22	GL-TS-SB-04 Guideline for Receiving Gift & Exchange	0	4 March 2022
23	GL-TS-SB-05 Guidelines for Subscription of Serial Materials	0	4 March 2022
24	GL-CM-SB-02 Solving ICT Application Related Problems	- J	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	-	4 March 2022
59	GL-CM-SB-07 Solving Operating System Related Problems	-	4 March 2022

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	DOCUMENT REFERENCE NUMBER & TITLE	REVISION NUMBER	EFFECTIVE DATE
MASTER LIST	LIST		
-	MT-CM-SB-01 Corporate Management Sibu Division, Table of Quality Objectives	3	30 April 2024
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	3	31 May 2024
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
9	MT-TS-SB-02 Technical Services Division, Sibu - Table of Data Analysis	-	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
6	MT-CES-SB-01 Community Engagement Service Division - Table of Quality Objectives	+	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
Ξ	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	5	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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