



ANNEX 3

MATRIX OF CONTROL OF OUTSOURCED PROCESSES

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Page
1 of 1

OUTSOURCED PRODUCT/SERVICE	SERVICE PROVIDER	CONTROLS	RESPONSIBLE
BUILDING AND FACILITIES			
Office Space	• Harbor Centre Inc.	• Contract	• AFB
Security Services	• Security Service Provider	• Contract • Monitoring Report • Performance Evaluation • Daily time records	• AFB
UTILITIES			
Electricity	• Harbor Centre Inc.	• Contract • Monitoring of Quality Performance	• AFB
Water	• Harbor Centre Inc.	• Contract • Monitoring of Quality Performance	• AFB
PRINTING SERVICES			
Printing Services	• Printing Service Provider	• Contract • Quality Evaluation	• PCB
Photocopier Services	• Ubix Corporation	• Contract • Monitoring of Quality Performance	• AFB
COMMUNICATION SERVICES			
Telephone Services	• Philippine Long Distance Telephone Company	• Contract • Monitoring of Quality Performance	• AFB
Internet Services	• Philippine Long Distance Telephone Company • Eastern Telecommunications Philippines, Inc.	• Contract • Monitoring of Quality Performance	• AFB
REPAIRS AND MAINTENANCE			
Service Vehicle	• Service Provider	• Contract • Monitoring of Quality Performance	• AFB
OTHER SERVICES			
Water Purifier	• Philippine Amusement Enterprises Inc.	• Contract • Monitoring of Quality Performance	• DOF