

**NKTI Information Inventory**

(As of September 30, 2021)

agency_abbrv	agency_name	title	description	file_format	online_publication	location_or_url	disclosure	original_data_owner	data_maintainer	date_released	frequency_of_update
Agency abbreviation	Name of agency (spelled out)	Title of the information	Description of the information	CSV, XLS, SHP, KML, TXT, PDF, DOC, etc.	Yes/No	Location of published information or URL for direct download	Whether the information is either of the following: - <b>public</b> : info can be disclosed for public consumption regardless of identity - <b>exception</b> : info is under the Exceptions List - <b>internal</b> : info only for agency consumption - <b>with fee</b> : info can be disclosed but with	Agency or office who originally owns the information	Unit responsible for the information	The date when the information was initially released (YYYY-MM-DD)	Daily, Annually, Biannually, Quarterly, Monthly
NKTI	National Kidney and Transplant Institute	NKTI Citizen's Charter	Identifies the offices and department in NKTI rendering services which includes the procedures on how to obtain a particular service/procedure; office responsible for each step; the maximum time to	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/images/transparency/CitizenCharterRev_EditedMar2020.pdf">https://www.nkti.gov.ph/images/transparency/CitizenCharterRev_EditedMar2020.pdf</a>	Public	NKTI			
NKTI	National Kidney and Transplant Institute	Corporate Integrated Management System Manual	Includes IMS Manuals that describe the interrelation of the different processes and offices in NKTI and contains general information, operational policies and procedures of NKTI to fulfill its mandate, vision-mission and provides quality service	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/images/transparency/XIII/CorporateIntegratedManagementSystemManual2019.pdf">https://www.nkti.gov.ph/images/transparency/XIII/CorporateIntegratedManagementSystemManual2019.pdf</a>	Public	NKTI			Annually, as the need arises
NKTI	National Kidney and Transplant Institute	IMS Policy	Integrated Management System Policy	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/index.php/about-us/integrated-management-system-policy">https://www.nkti.gov.ph/index.php/about-us/integrated-management-system-policy</a>	Public	NKTI			As needed
NKTI	National Kidney and Transplant Institute	ISO 14001:2015	Certificate of ISO 14001:2015	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/images/transparency/ISO-QMS/ISO-14001-2015.pdf">https://www.nkti.gov.ph/images/transparency/ISO-QMS/ISO-14001-2015.pdf</a>	Public	NKTI			As needed
NKTI	National Kidney and Transplant Institute	ISO 9001:2015	Certificate of ISO 9001:2015	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/images/transparency/ISO-QMS/ISO-9001-2015.pdf">https://www.nkti.gov.ph/images/transparency/ISO-QMS/ISO-9001-2015.pdf</a>	Public	NKTI			As needed
NKTI	National Kidney and Transplant Institute	BS OHSAS 18001:2007	Certificate of BS OHSAS 18001:2007	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/images/transparency/ISO-QMS/BS-OHSAS-18001-2007.pdf">https://www.nkti.gov.ph/images/transparency/ISO-QMS/BS-OHSAS-18001-2007.pdf</a>	Public	NKTI			As needed
NKTI	National Kidney and Transplant Institute	FOI Manual	NKTI Freedom of Information Manual that prescribe guidelines and procedures to access information from NKTI	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/images/transparency/XIV/XIV/NKTI_FOI_Manual.pdf">https://www.nkti.gov.ph/images/transparency/XIV/XIV/NKTI_FOI_Manual.pdf</a>	Public	NKTI			As the need arises
NKTI	National Kidney and Transplant Institute	Annual Financial Report	The report consists of the Independent Auditor's Report, the Audited financial Statements, the Observations and Recommendations and	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/images/transparency/II/Annual-Report/2018-COA-AUDITED-REPORT.pdf">https://www.nkti.gov.ph/images/transparency/II/Annual-Report/2018-COA-AUDITED-REPORT.pdf</a>	Public	NKTI	Budget Division		Quarterly, Annually
NKTI	National Kidney and Transplant Institute	Annual Procurement Plan	Contains the consolidated Project Procurement Management Plan of each NKTI Department/Division that indicated in the	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/images/bac/ProcurementMonitoring/APPCSE2020_NKTI.pdf">https://www.nkti.gov.ph/images/bac/ProcurementMonitoring/APPCSE2020_NKTI.pdf</a>	Public	NKTI	Bids and Awards Committee		Annually
NKTI	National Kidney and Transplant Institute	Bidding Documents	Requirements before purchase of any items in NKTI	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/index.php/news/bids-and-awards">https://www.nkti.gov.ph/index.php/news/bids-and-awards</a>	Public	NKTI	Procurement Division		Weekly, as need arises
NKTI	National Kidney and Transplant Institute	Business Cases	Business Cases of NKTI projects	DOC/PDF	No		Restricted	NKTI			As needed

NKI	National Kidney and Transplant Institute	Job Opportunities	List of Job Opportunities in NKI	DOC/PDF	Yes	<a href="https://www.nkti.gov.ph/index.php/healthcare-professionals/human-resources-career-opportunities/career-vacancies">https://www.nkti.gov.ph/index.php/healthcare-professionals/human-resources-career-opportunities/career-vacancies</a>	Public	NKI	Human Resource Division		As need arises
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