



**PETROLEUM COMPANY OF TRINIDAD AND TOBAGO LIMITED
QUALITY MANAGEMENT SYSTEM**

PROCEDURE FLOW CHART

**DEPARTMENT : REFINING & MARKETING - MATERIALS MANAGEMENT
SYSTEMS ADMINISTRATION
VENDOR RELATIONS**

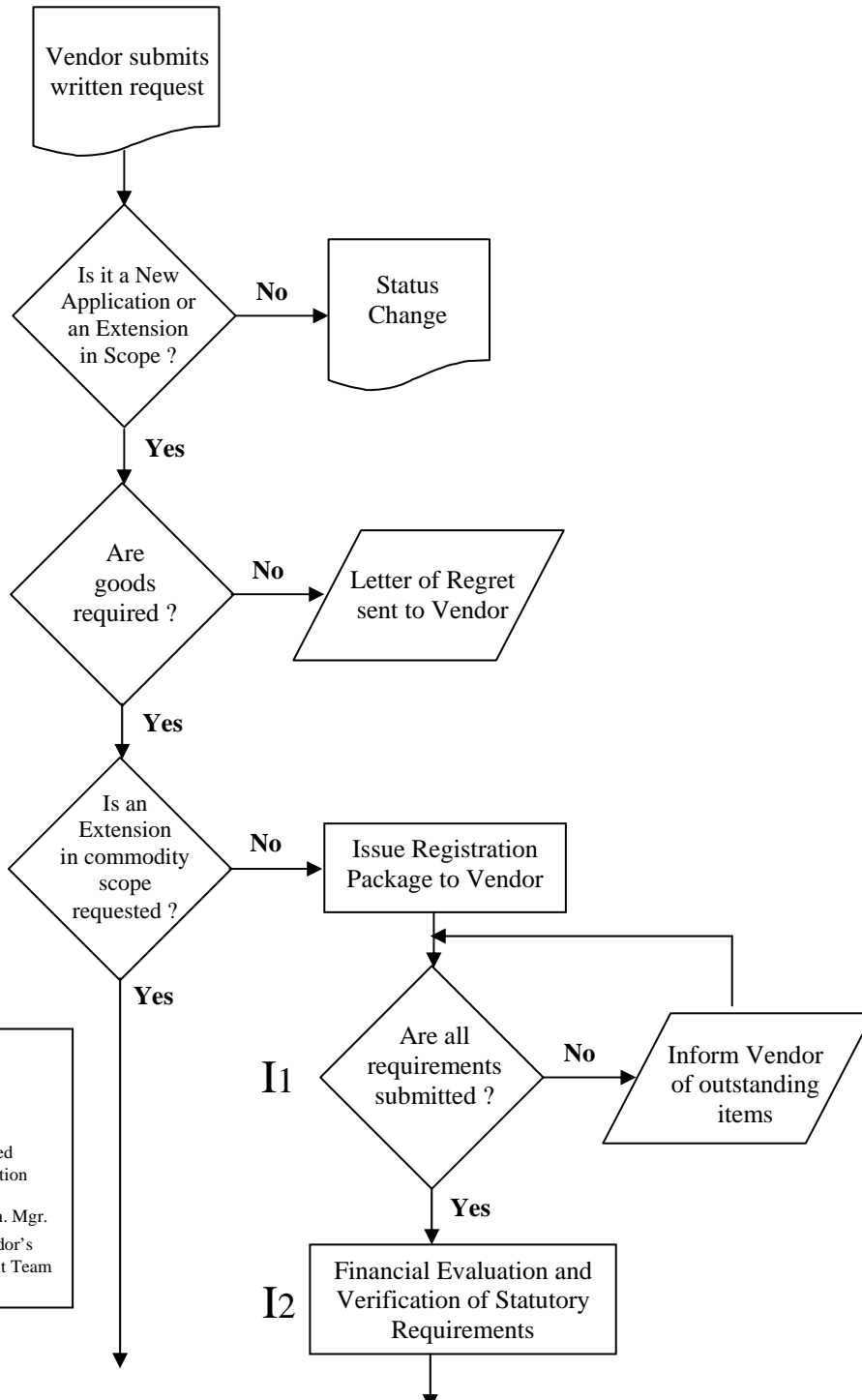
NO : QMRP:7.4.1/11

REVISION NO : 2

EFFECTIVE DATE : 30-Jun-04

TITLE : VENDOR REGISTRATION

PAGE NO : 1 of 3



Inspection Points :

- I1** - Vendor documentation verified by Systems
- I2** - Financial check performed and statutory documentation verified by Tenders & Special Contracts Admin. Mgr.
- I3** - Visual inspection of vendor's warehouse by a Site Visit Team



APPROVED BY :	AUTHORISED BY :
MATERIALS MANAGER	MANAGEMENT REPRESENTATIVE



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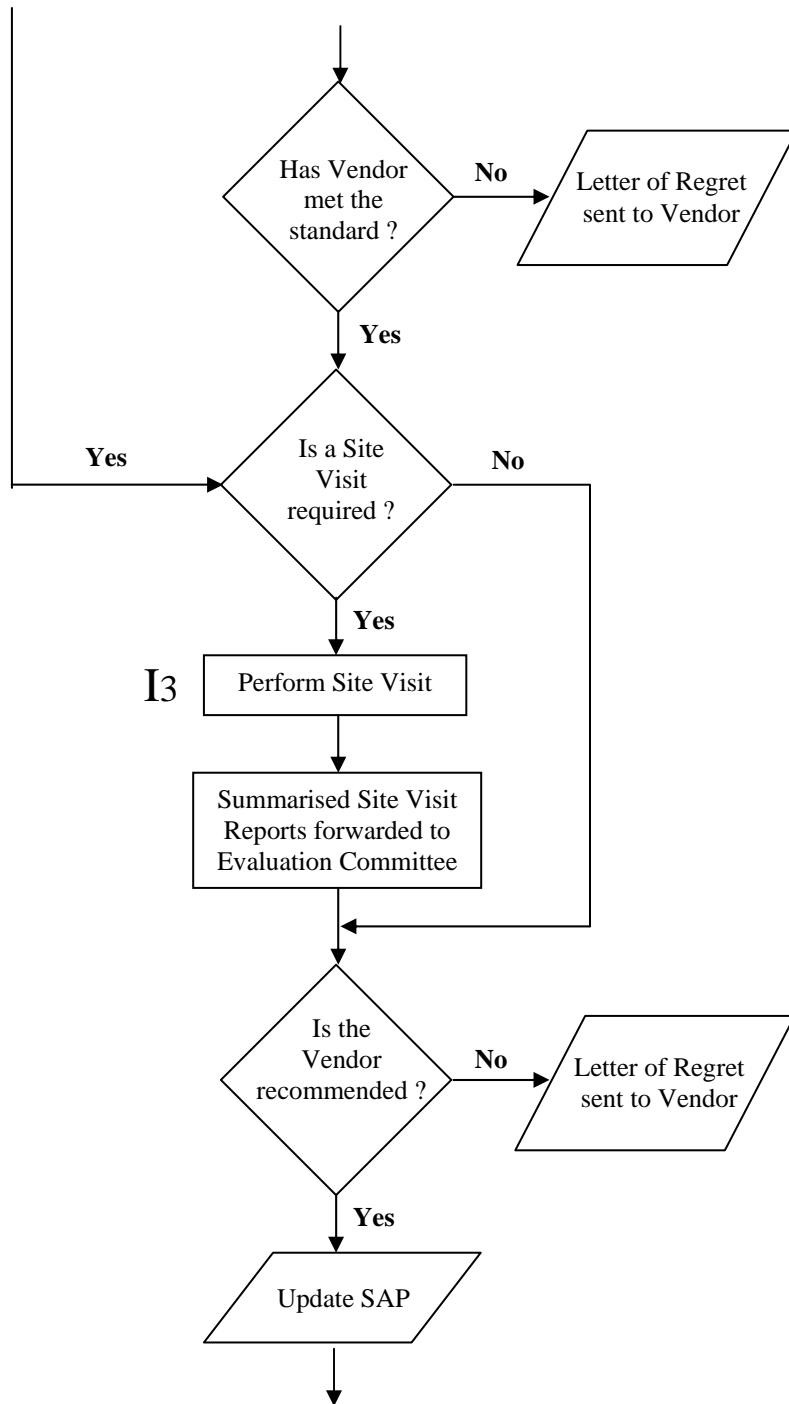
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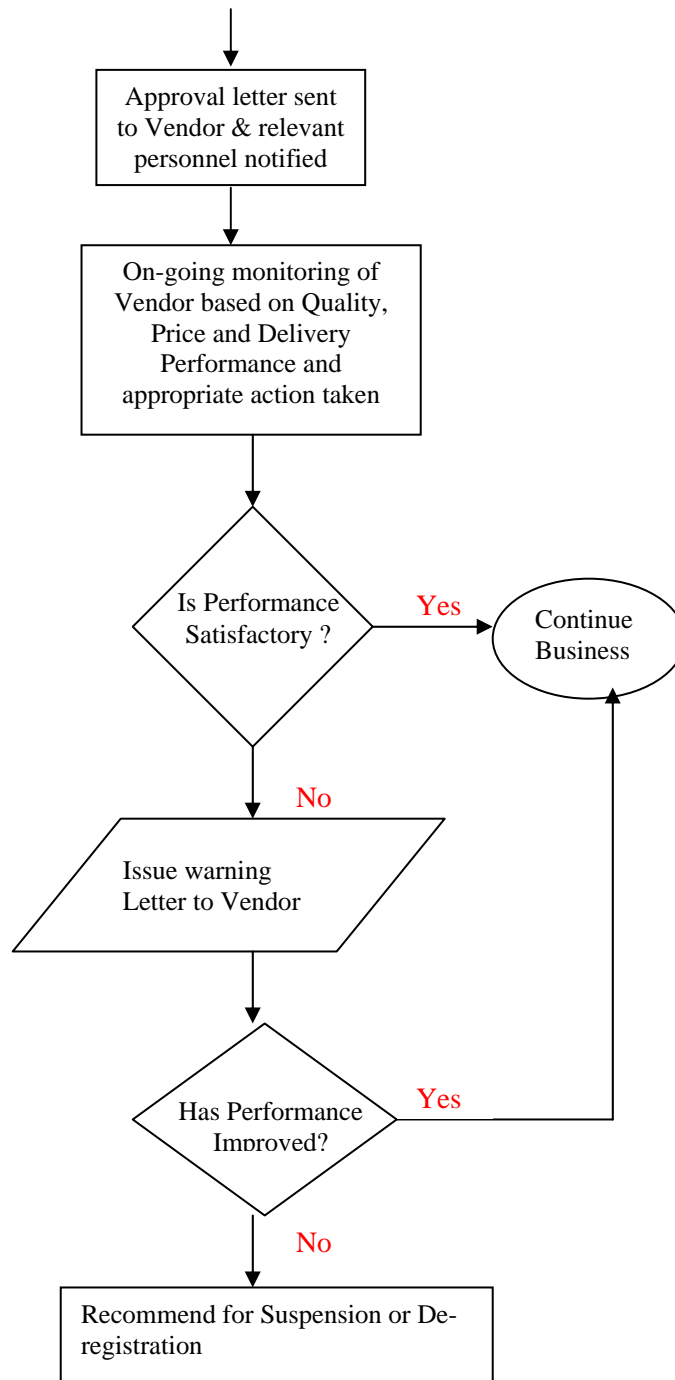
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