



Research Institute for Tropical Medicine - Department of Health

9002 Research Drive, Filinvest Corporate City, Alabang, Muntinlupa City, 1781 Philippines
Tel Nos.: (632) 8809-7599 / 8807-2631/32/37 • Website: www.ritm.gov.ph



NATIONAL EXTERNAL QUALITY ASSURANCE SCHEME **(NEQAS) ADVISORY**

DEADLINE OF PAYMENT FOR THE 2022 NEQAS REGISTRATION
08 August 2022

All clinical laboratories/blood service facilities participating in the 2022 RITM NEQAS are advised to settle their payment **on or before 15 August 2022**, to avoid any inconvenience and delays. Participants unable to pay their fees will have their certificates put on hold. Below is the cut-off time for the acceptance of payments:

- 03:30 PM for check payment; and
- 05:00 PM for cash payments.

Attached herewith is the information on our current payment options, for your reference. Please take note that **direct deposits are not allowed**.

An announcement via email, our official website and social media sites will be made once the shipment schedule and test event has been finalized.

For any queries, you may send us an email at neqas@ritm.gov.ph.

Thank you for your continued support.

AMADO O. TANDOC III, MD, FPSP
Chief-Laboratory Research Division
RITM NEQAS

Noted by:

CELIA C. CARLOS, MD, CESO III, FPPS, FPIDSP, FPSMID
Director IV
Research Institute for Tropical Medicine



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RITM NEQAS PAYMENT OPTIONS

A. Cash

- Cash payments are only available onsite for walk-in participants.

B. Check (Manager's/Company/Cashier) and Postal Money Order (PMO)

- Check payments may be sent via courier, however, processing may take several days due to check clearing.. You may send it to:

**Research Institute for Tropical Medicine
National External Quality Assessment Scheme
9002 Research Drive, Filinvest, Alabang, Muntinlupa City**

- Personal checks will not be accepted.
- Please take note that checks should be made payable to:

RESEARCH INSTITUTE FOR TROPICAL MEDICINE

- Please ensure that the handwriting is legible and that there are no erasures.
- **Direct Deposit will not be allowed.**

C. Landbank Electronic Payment Portal

- Steps:

1. Go to <http://epaymentportal.landbank.com>
2. **Click Pay Bills.**
3. Select **Research Institute for Tropical Medicine (RITM)** under R.
4. Select **Registration Fee: NEQAS PT-MICRO.**
5. Fill-out Transaction Form. Enter code for CAPTCHA.
6. Review Transaction Details. If all information are correct, click "Submit".
7. Choose Payment Option (e.g. LANDBANK ATM card).
8. **Tick box for Terms and Conditions. Click "Submit".**
9. At the end of the Payment Details Page, input the following information:
 - a. 10-digit Account Number
 - b. Joint Account Indicator (JAI), and
 - c. Personal Identification Number (PIN)
10. Click "Submit", then "Print Debit Confirmation".
11. Click "Close Window" to begin another transaction.

- Eligible Client Accounts:

- LANDBANK ATM Cards
- LANDBANK Visa Debit Cards
- BancNet member banks' ATM/Debit Cards

- A minimum transaction fee of 20.00 will be charged per successful transaction (additional P10.00 will be charged when using other BancNet member banks' ATM/Debit Cards), and a payment confirmation receipt will be provided for your reference.

- If you choose to pay via LANDBANK Electronic Payment Portal, **do not forget to send the filled up enrollment form together with the payment confirmation receipt to NEQAS Office or you may email it at: neqas@ritm.gov.ph**. Incomplete documents will not be processed.

D. Modified Disbursement System (MDS)

- This payment option is for National Government Agencies (NGAs) only.
- For more information, please contact the NEQAS Admin Office.