



SPECIAL ORDER NO: 071
Series of 2023

TO : ZURHAINA PACAL-BANTAS
Project Laboratory Aide I

SUBJECT : DESIGNATION AS LABORATORY AIDE

DATE : August 1, 2023

In the exigency of public service and to ensure the technical competence and reliability of analytical results, you are hereby designated as Laboratory Aide of the Bangsamoro Standards and Halal Testing Laboratories (BSHTL).

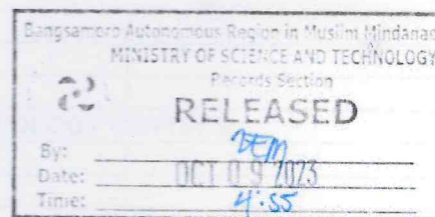
As such, you are hereby directed to perform the duties and assume the responsibilities appurtenant to the said designation, as follows:

- Perform good housekeeping to keep the laboratory as good and safe work environment;
- Maintain cleanliness of all laboratory premises;
- Perform laboratory facilities maintenance activities;
- Assist the laboratory analyst in the decontamination and cleaning of glassware;
- Assist the laboratory analyst in the preparation for the analysis;
- Assist in waste management;
- Assist in laboratory documentation based on ISO/IEC 17025:2017;
- Assist in the maintenance of laboratory management system;
- Assists in overall BSHTL office works such as document routing, and
- Perform other functions that may be assigned by immediate supervisor.

This memorandum shall take effect immediately and shall remain in full force unless sooner revoked by the competent authority.

For strict compliance.

ENGR. AIDA M. SILONGAN, MAPDS
Minister



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