



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
MINISTRY OF SCIENCE AND TECHNOLOGY
Bangsamoro Government Center, Cotabato City



SPECIAL ORDER NO: 022
Series of 2024

TO : **ZURHAINA PACAL-BANTAS**
Project Technical Aide I

SUBJECT : **DESIGNATION AS LABORATORY AIDE OF BSHTL**

DATE : **MARCH 12, 2024**

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 pertinent 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 the 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
- Records Relative Humidity and Room Temperature in the Microbiology Laboratory, Sample Preparation Room, Inoculation Room and Incubation Room;
- Assist in the maintenance of laboratory management system;
- Assist in overall BSHTL office works such as document routing, and
- Perform other functions that may be assigned by immediate supervisor.

This order shall take effect immediately and shall remain in full force unless sooner revoked by the competent authority. This supersedes Special Order 071 s. 2023.

For strict compliance.


ENGR. AIDA M. SILONGAN, MAPDS
Minister

Bangsamoro Autonomous Region in Muslim Mindanao	
MINISTRY OF SCIENCE AND TECHNOLOGY	
Records Section	
RELEASED	
By: 	
Date: MAR 19 2024	
Time: 1:10	

RECEIVED FOR ROUTING	
MOST - BARMM Records Section	
By: 	
Date & Time: MAR 19 2024 1:10	