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MEMORANDUM

TO : ALL BAFS EMPLOYEES

FROM : OFFICE OF THE OIC-DIRECTOR

SUBJECT : DESIGNATION OF HEALTH AND SAFETY OFFICER

DATE : NOVEMBER 9, 2020

In the interest of the service and in compliance with DA- Administrative Order No. 12, series of 2020, Revised Covid-19 Guidelines on Service Continuity and Precautionary Measures in the Workplace in order to ensure the safety of the employees during this time of pandemic, Mr. Jeffrey S. Garrido, Science Research Specialist II and Mr. Charlie T. Palilio, Science Research Specialist I are hereby designated as the Health and Safety Officer of Bureau of Agriculture and Fisheries Standards.

They shall be primarily responsible for the following:

- (1) Monitoring of the government rules and safety regulations applicable in the workplace and ensuring that the guideline and issuances are properly communicated within the office;
- (2) Ensuring that the minimum health and safety protocols are followed in the workplace;
- (3) Ensuring proper infection control;
- (4) Responding to a COVID-19 exposure in the workplace; and
- (5) Provide recommendations for internal policies relative to the issued guidelines by the IATF and other concerned agencies.

This order shall take effect immediately and shall remain in force until revoked in writing.

For strict compliance.


† **MYER G. MULA, Ph. D**

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