



## AREA VIII PHYSICAL PLANT AND FACILITIES

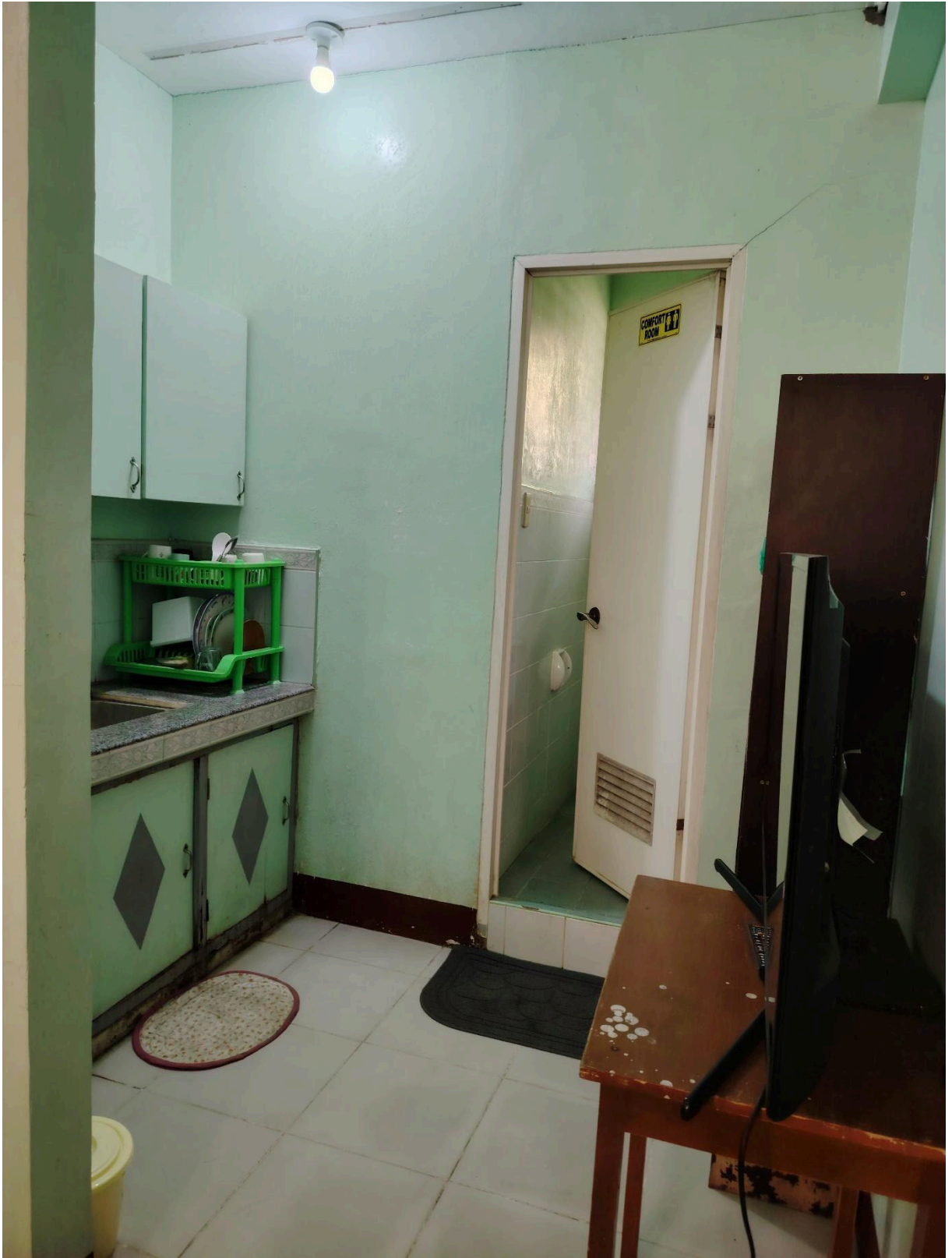
**S.8 THERE ARE CLEAN TOILETS FOR  
ADMINISTRATORS, FACULTY, STAFF AND STUDENTS.**

University of Southern Mindanao

AREA VIII: PARAMETER D – OFFICES AND STAFF ROOMS

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AREA VIII: PARAMETER D – OFFICES AND STAFF ROOMS

## JOB ORDER REQUEST FOR UTILITY WORKER

UNIVERSITY OF SOUTHERN MINDANAO Kabacan, Cotabato Philippines				
JOB ORDER REQUEST (PAKYAW)				
Job Order refers to piece work (pakyaw) or intermittent or emergency jobs. These jobs are of short duration and for a specific piece of work" (Section 5.4. Joint CSC-DBM COA Circular No. 23, 2012)				
JOB ORDER DETAILS (to be filled up by Requisitioner)			HRMDO Assessment	
Job Function Requested	UTILITY WORKER		Remarks on compliance to existing rules	
Work Assignment	COLLEGE HEALTH SCIENCES			
Nature of Job Order (please check)				
Piece work	Intermittent	Emergency		
Duration	22 days	Inclusive Dates	December 1-31, 2023	
(not to exceed one month and not renewable)				
Expected Outputs				
Quantity	Output Description	Rate per Output	Total	
32/week	Clean, sweep & disinfect the floor in the classroom (83 sqm) with 165 chairs, 3 teachers tables, 3 teachers chairs, 3 whiteboard, 10 ceiling fan & 2 arcon, Wipe & clean window glass (120) and remove of cobwebs.			
Daily	Safekeeping of laboratory & office supplies @ central supply office of the college			
4 (2x/week)	Clean & disinfect the male & female (4 bowls) comfort rooms		Remarks on qualifications of Contractor	
4 (2x/week)	Clean, sweep & disinfect the floor of lab room (emergency, ward, OR, DR, ICU) with 8 hospital bed, OR table DR table, incubator, OR light, hand washing area, nurse's station & 2 arcon & arrange curtains.			
180sqm (3x/week)	Mop, sweep & disinfect the lobby of RSTC			
2 (2x/week)	Clean, sweep & disinfect RSTC 1 & 2, wipe whiteboard and chairs, glass windows, remove cobwebs			
930sqm daily	Sweep the dry leaves and food wrapper @ the road in front of RSTC building			
548 sqm daily	Sweep the dry leaves and food wrapper & pick water /Soft drinks bottle in the side left (parking area) of RSTC building of RSTC building & pathway, burn dry leaves.			
4,664sqm (2x/month)	Mower the grass at the front (1,022sqm) & back (1,314sqm) & left side (1,228) of the RSTC building.			
8 (2x/week)	Collect, Segregate & dispose garbage			
Total Contract Amount:				
Fund Source	CHS Fund 164	Payment Scheme		
Recommended Contractor for the Job Order				Recommendations
FERDINAND C. MAÑEBOG				
If no Recommendation made, HRMDO will initiate scouting for contractors				
Justifications:				
EMMALYN M. MAMALUBA, RN, MAN			WILLIE JONES B. SALILING HRMDO Director	
NAME AND SIGNATURE OF REQUISITIONER			Date	
Action of the Vice President for Administration and Finance				
VPAF Remarks				



# UNIVERSITY OF SOUTHERN MINDANAO



14-02699



## CRISTINO L. PAGAYAO



University of Southern Mindanao

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