



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
Ministry of Basic, Higher and Technical Education
 Cotabato City



Office of the Minister

MEMORANDUM

Order No. 892
 Series of 2023

Bangsamoro Autonomous Region in Muslim Mindanao
 Ministry of Basic, Higher and Technical Education
 OFFICE OF THE MINISTER

RELEASED

TO : **FARHANNA ABOHORAIRA**
 Administrative Officer IV

By: Hijir
 DATE: NOV 22 2023
 TIME: 2:50 P.m
 No. 2023-11-143

FROM : 
MOHAGHER M. IQBAL
 Minister



SUBJECT: **SUPERVISION OF ADMINISTRATIVE DIVISION - GENERAL SERVICES UNIT**

DATE : 20 NOVEMBER 2023

1. In line with the organizational restructuring efforts aimed at enhancing efficiency and alignment of responsibilities within the Ministry, this memorandum order is hereby issued.
2. The supervision as Officer-in-Charge of the **General Service Unit** under the Administrative Division shall be transferred to **FARHANNA ABOHORAIRA**
3. She shall assume all duties and responsibilities associated with the supervision and chief position of the General Services Unit, including but not limited to GSU processes, repair & maintenance, compliance with relevant policies, and ensuring the accuracy and timeliness of other services under the said section.
4. The current section chief is also directed to facilitate a smooth transition & turnover of duties and responsibilities to the new OIC.
5. This order is issued to ensure the efficient functioning of the General Services Unit and is in accordance with the strategic objectives of the Ministry.
6. This Memorandum Order shall take effect on **30 November 2023** immediately and shall remain in full force.
7. For immediate dissemination and compliance.

Republic of the Philippines
 Bangsamoro Autonomous Region in Muslim Mindanao
 Ministry of Basic, Higher and Technical Education
INFORMATION AND COMMUNICATIONS DIVISION
 Office of the Minister
RELEASED
 By: Makon
 Date: NOV 22 2023
 Time: 2:55 PM
 Control No. 2023-11-143

