[BFAR FISHERIES ADMINISTRATIVE ORDER NO. 213, s. 2001, May 17, 2001]

ESTABLISHMENT AND MAINTENANCE OF BFAR'S QUALITY CONTROL LABORATORIES AND COLLECTION OF FEES AND CHARGES FOR EXAMINATION SERVICES

Pursuant to Section 67 of R.A. No. 8550, this guideline on the establishment and maintenance of fish quality control laboratories of the BFAR and collection of fees and charges for examination services is hereby promulgated for guidance of all concerned.

Section 1. Definition. — The terms as used in this Order shall be construed as follows:

- a. *Calibration* A technical operation to ensure the accuracy or reliability of the equipment.
- b. *FQCL* means Fish Quality Control Laboratory.
- c. *Laboratory* A facility for testing, examining and determining the characteristics of quality and safety, or the conduct of diagnostic activities.
- d. *Quality Control (QC)* The operational technique and activities used to fulfill requirements for quality and safety of the fish in conformance with the prescribed standards and specifications.
- e. *Reagents* Substances used for testing that takes part in one or more reaction of chemical and biological processes.
- f. *Standard operating procedure (SOP)* is the prescribed procedure employed conforming with the requirements of good laboratory practices.

Sec. 2. Laboratory design considerations. -

- a. Adequate space shall be provided for the fish laboratory with facility depending upon the number and types of employees, amount of work space including desks and recording space.
- b. To be availed of is the services of a competent architect experienced in laboratory design.
- c. The choice of the laboratory site shall be in compliance with the building code.
- d. The arrangement of the laboratory equipment shall include electric power and mechanical services, airconditioning and humidity requirements.

- e. Chemical fume hood/safety cabinets as well as efficient placement of airsupply and exhaust ducts at the roof shall be installed.
- f. Storage facilities for chemicals, glasswares, laboratory supplies, gas cylinders, flammable solvents and hazardous wastes shall be kept apart in secured storage areas.
- g. Mechanical, electrical system, water system shall be installed with specifications, voltage capacity and location of outlets and sources.
- h. Heating, cooking ventilation and illumination shall be installed in various areas in the laboratory as well as in the office areas. The need for windows and daylight shall also be considered.
- i. Work rooms shall be housed in a permanent building constructed of strong material, preferably concrete.

Sec. 3. Laboratory Safety. — The laboratory shall be so designed as to meet the safety code and standards, with special attention to fire and explosion, hazards, including the following features:

- a. Early fire detection and alarm systems, and automatic-fire extinguishing system for storage rooms, solvent rooms and interior of fume hoods;
- b. Hood exhaust blowers of spark-proof construction and explosion-proof motors if mounted on the air stream;
- c. Fire emergency circuits that can shut down building installation and hood blowers;
- d. Fire safety doors in suitable locations and two exits for each laboratory;
- e. All emergency exits with luminescent exit sign and exit doors opening outward and equipped with push bars;
- f. Emergency lighting throughout the laboratory areas that goes on in case of power failure;
- g. Explosion-proof electrical outlets where combustible solvents are kept and,
- h. Emergency/shower facilities for laboratory personnel in case of chemical spillage, e.g., concentrated acids.

Sec. 4. Technical personnel. — The operation of the fish quality control laboratory shall be under the control and supervision of a licensed analyst with a qualified degree level in chemistry or equivalent professional qualification and at least five (5) years experience in laboratory analysis and management. The technical laboratory staff shall have a minimum of two (2) years experience in laboratory analysis and/or extensive relevant training for their assigned functions. The other laboratory staff with no relevant qualifications shall undergo adequate level of training in the laboratory activities and undertake analysis under the supervision of a licensed professional.