#### **Orderliness**

PNP members shall follow original procedures in accomplishing tasks assigned to them to minimize waste in the use of time, money and effort.

#### Reflection

How do we describe a "busy" day? Are we able to accomplish everything that we need to do during our assigned shift or time in the office?

# Inspiration from the Holy Bible

Indeed, the spirits of prophets are under the prophets' control, since he is not the God of disorder but of peace... but everything must be done properly and in order. (1 Corinthians 14:32-33,40)

## Inspiration from the Holy Qur'an

"And He has subjected for you the night and the sun and moon, and the stara are subjected by His command. Indeed in that are signs for a people who reason." (Surah An-Nahl 16:2)

"And the sun runs (on course) toward its stopping point. That is the determination of the exalted in Might, the Knowing. And the moon we have determined for it phases, until it returns (appearing) like the old date stalk it is not allowable for the sun to reach the moon, nor does the night overtake the day, but each, in an orbit." (Surah Yasin 36:38-40)

#### Hadith

Narrated by Abu Hurayrah Allah's Messenger (PBUH) told me: "Allah the Exalted and Glorious, created the clay/dust on Saturday, and He created the mountains on Sunday, and He created the trees on Monday, and He created the unpleasant things on Tuesday and He created the light on Wednesday and He spread the creatures throughout it on Thursday and He created Adam (peace be upon him) after Asr on Friday, He was the last created during the last hour of Friday between afternoon and night. This hadith is narrated through another chain of transmitters."

### How do we practice orderliness at work?

a. Obey instructions and follow standard operating procedures. We mus familiarize ourselves with the PNP's SOPs for both administrative and operational aspects of our job.

Those who listen to instruction will prosper; those who trust the Lord will be joyful. (Proverbs 16:20)

Have confidence in your leaders and submit to their authority, because they keep watch over you as those who must give an account. Do this so that their work will be a joy, not a burden, for that would be of no benefit to you. (Hebrews 13:17)

b. Be good stewards and minimize waste of time, money and effort in accomplishing our tasks. This includes creating and synchronizing schedules as a team, staying within approved budgets, and using material resources (utilities, supplies, etc.) wisely.

An overseer is a manager of God's household, so he must live a blameless life. He must not be arrogant or quick-tempered, he must not be a heavy drinker, violent, or dishonest with money. (Titus 1:7)

### Challenge

life? What is our most significant learning today? How will we apply it to our own

### Prayer

Praise God for His goodness and grace in our life. Ask forgiveness for our sins. Thank Him for the blessings we have received.

If we have any prayer requests, let us pray for one another.

We end the meeting with this declaration of falth: Bless us, Lord, and forgive all our sins, heal all our diseases, and protect us from all harm. Grant us Your wisdom and strength as we fight the good fight of faith. We do not lose heart in doing what is good because we know You are always with us.