



EXECUTIVE ORDER NO. 89

Series of 2020

GUIDELINES ESTABLISHED IN THE CITY GOVERNMENT OF NAGA, CEBU IN VIEW OF PRESIDENTIAL PROCLAMATION NO. 922 DATED MARCH 8, 2020 DECLARING A STATE OF PUBLIC HEALTH EMERGENCY IN THE PHILIPPINES

Section 1. On mass gatherings and assemblies:

1. Cancelled issued permits for use of government sports facilities and notified permittees of the cancellation;
2. Closed government owned sports facilities including the boardwalk until further notice;
3. Suspended mass gatherings and assemblies provided that activities with participants with manageable number of 30 or less, may push through, depending on the readiness of the host office/ department, provided there is proper registration of participants containing their address, contact number and email in the attendance sheet; mandatory check of temperatures using thermal scanners; and observance of proper hygiene (placement of hand sanitizers/alcohol at the registration table) and social distancing of at least one (1) meter. Participants with fever and having flu-like symptoms are advised not to attend said activity;
4. Suspended giving of financial assistance through AICS except medical and hospitalization assistance, MAP and Dialysis subsidy;

Section 2. On entrance and exit in the City Hall Building:

1. Only the gates in the lobby of the City Hall Bldg shall be utilized as entrance or exit gates. The stairway connecting the DRRM Bldg. will be temporarily closed except in emergency cases;
2. All persons who intend to go inside the City Hall shall subject himself/ herself to mandatory temperature check using infrared thermal scanners by the City Health Staff or security guard. Employees who are found sick or exhibiting flu-like symptoms or have been exposed to persons infected with the virus are directed to go to the VMCH-Infirmery to seek medical attention;

Section 3. For Department Heads:

1. Enjoined all employees to bring own personal hygiene kit and at all times keep their work space clean and constantly sanitized;
2. Enjoined all employees to frequently wash their hands and avoid sharing of meals and utensils. All utensils must be washed immediately and properly dried;
3. Supervised the cleaning and sanitation of their office and facilities and ensure sanitizers, alcohol and hand soaps are readily available for use by the public;
4. Constantly monitored body temperature and health of respective staff. Anyone found with cough, colds, fever and experiencing shortness of breath and flu-like symptoms must be sent home immediately;
5. Discouraged personal visitors who have no business with any of the offices in the City Hall;
6. In dealing with transacting public, enjoined window transactions only or if not practicable, to come-up a receiving area outside the office;

7. Enjoined to avail a scheme of follow-ups by phone, text or email. The same should not compromise efficiency of service and the ease of doing business to all clients;
8. Discouraged participation to trainings/conferences/ seminars and the like especially those that will be conducted in COVID-19-affected cities and provinces in the country;

Section 4. On the City Health Office:

1. Conducted massive misting and disinfection of all public places and government offices;
2. Coordinated with Barangays, public and private schools, private sectors and congregations to campaign for the observance of other guidelines issued by government agencies such as DOH, DILG, DepEd and Provincial Government of Cebu;
3. Monitored the implementation of guidelines, policies, issuances of government agencies in the Barangay level by the Barangay Health Emergency Response Team and Barangay Health Workers;
4. The City Health Officer and the Chairperson of nCOV (now COVID-19) Task Force reported to the Management Team for any updates and concerns regarding the implementation of directives, guidelines and issuances of the National and Provincial Government and its agencies.

Section 5. On City COVID Task Force:

Set guidelines for PUI and PUM as follows:

1. A person who is exhibiting fever (38.0°C) and/or Respiratory Illness(cough and/or colds) and or diarrhea with a travel history from countries/ area with local transmission of COVID-19 virus in the past 14 days or a close contact with a confirmed COVID-19 case is considered as a Person under Investigation (PUI).
2. PUI should be reported immediately to any member of Barangay Health Emergency Response Team (BHERT) or City Health Office for proper management of the patient.
3. Only Regional Epidemiologic and Surveillance unit (RESU) or City Health personnel are allowed to pick up or refer the PUI to the health facility for admission and testing.
4. Any person, who is asymptomatic but in the past 14 days came from countries/ area with local transmission of COVID-19 virus is already considered as Person under Monitoring (PUM) and will be subjected to home quarantine for 14 days.
5. Those undergoing home quarantine shall be prohibited to leave their rooms/homes where they are quarantined until they have been certified by City Health Office to have finished the 14-day requirement for quarantine procedures. A member of the BHERT shall be monitoring the PUM daily and any act of non-compliance shall be dealt with accordingly by the Police personnel.
6. If home quarantine is not possible (household with elderly, pregnant and lactating women, children less than 10 years old, chronic disease), PUM shall then be transferred to the quarantine facility or Barangay Isolation Unit identified by the City Government.
7. PUM who developed symptoms should be reported immediately to local health official or RESU for transport to nearest health facility.
8. All household members of PUM should be advised to seek immediate medical care when signs and symptoms developed.
9. If a PUM or a PUI dies for no other obvious causes, it is presumed to be of communicable disease in origin. The remains shall be buried/cremated within 24 hours. Expenses shall be shouldered by the City Government.

Section 6. On Barangay Health Emergency Response Teams (BHERTs):

1. Established BHERTs in 28 barangays led by respective Barangay Captain;



2. Conducted information awareness campaign on COVID-19 and its duties and functions as member of BHERTs; and
3. Conducted training to BHERTs.

Section 7. On the City Price Coordinating Council and Market Administrator:

1. Monitored the implementation of price freeze in the City in any appropriate means;
2. Monitored the prices of basic commodities of all markets, business establishments; and
3. Caused overpricing and hoarding of goods and medicines to be reported.

Section 8. On Business Permit and Licensing Office:

1. Caused the widest dissemination of all business establishments for their information, guidance and compliance.

Section 9. On Private and Public Schools:

1. Conducted information awareness campaign on COVID-19 and training to teachers and school nurses;
2. Ordered the cancellation of graduation rites, recognition and moving up ceremonies and all other related activities from pre-school to post-graduate levels in the City;
3. Enjoined to provide and announce the process of obtaining certificates of completion, diplomas and transcript of records as soon as possible, for the parents and students' information and guidance; and
4. Urged to finish classes until March 20, 2020.

Section 10. On Churches and Religious House of Assemblies:

1. Conducted information awareness campaign on COVID-19.

Section 11. On Private Companies:

1. Conducted information awareness campaign on COVID-19 and training to company nurses;
2. Sent letter memo for the observance of preventive / mitigating measures on COVID-19 through the:
 - a. Conduct of mandatory temperature checks with the use of infrared (non-contact) thermometers before allowing any guests, customers, employees to enter your premises. Those with temperatures of 38 degrees celsius and above and those who have cough and colds are not to be allowed within the premises and further advised to seek medical attention;
 - b. Provision of at least 60% solution of isopropyl alcohol or hand sanitizers in entrance gates and areas with limited or no access to soap and water;
 - c. Conduct of IEC on COVID-19 and reiterate the practice of precautionary measures such as but not limited to proper handwashing, social distancing of at least 1 meter, cough etiquette, use of hand sanitizer/alcohol and use of face masks, if necessary;
 - d. Regular disinfection/ sanitation of common areas with heavy client or customer contact; and
 - e. Abide with the directives and advisories of the appropriate government agencies on COVID-19;
3. Post IEC materials on COVID-19 in conspicuous areas inside your premises and conduct information awareness to employees; and
4. Conducted visitation activities to monitor compliance.

Section 12. On holding center (Naga Youth Holding Center) and detention facilities (PNP and BJMP):

1. Suspended acceptance of visitors and guests (dalaw) until further notice;

Section 13. On embarkation/ disembarkation of cargoes:

1. Clearance from Vicente Mendiola Center for Health and or Infirmary, must be sought by ship agents and stevedores prior to embarkation of ships for the purpose of unloading/inspection of the cargoes only. Complete Personal Protective equipment should be present in order to be issued with the clearance.
2. No embarkation or disembarkation of crew members as per Governor's EO No. 5-A.

Section 14. On support and logistics:

1. Emergency procurement of suit and additional supplies (infrared thermometers, surgical masks, alcohol, sanitizers, Lysol); and
2. Provision of ambulance: Brgy. Uling ambulance dedicated for transport of COVID-19 patients.

Expenses charged to LDRRM Fund (70%).

Section 15. On the Philippines National Police City of Naga Station (CNPS):

1. Enforcement and implementation of all orders and directives on COVID-19.

SO ORDERED.

Done this **12th day of March 2020** at **City of Naga, Cebu, Philippines.**

VALDENAR M. CHIONG
City Mayor