



EXECUTIVE ORDER NO. 77
Series of 2020

**AN ORDER PROVIDING FOR THE OMNIBUS GUIDELINES ON THE
IMPLEMENTATION OF GENERAL COMMUNITY QUARANTINE (GCQ)
POLICIES FOR THE CITY OF MANDAUE**

WHEREAS, Section 2 of Proclamation No. 922, which was issued by the President of the Philippines declaring a state of public health emergency throughout the Philippines, mandated that all government agencies and LGUs are hereby enjoined to render full assistance and cooperation and mobilize the necessary resources to undertake critical, urgent and appropriate response and measures in a timely manner to curtail and eliminate the COVID-19 threat;

WHEREAS, in compliance with the National Government directive, the City of Mandaue was placed under a state of Enhanced Community Quarantine starting March 31, 2020 to prevent the spread of Covid-19 by limiting non-essential movement of person and transportation within the City;

WHEREAS, on May 15, 2020 the Inter-Agency Task Force (IATF) on COVID-19 issued Resolution No. 37 placing the City under Enhanced Community Quarantine, from May 16, 2020 until May 31, 2020 classifying the City of Mandaue as a high-risk Highly Urbanized City (HUC);

WHEREAS, prior to the expiration of the state of Enhanced Community Quarantine, the the Inter-Agency Task Force (IATF) on COVID-19 issued Resolution No. 40 placing the City of Mandaue for General Community Quarantine (GCQ) starting June 1, 2020 until June 15, 2020, without prejudice to the declaration of localized Enhanced Community Quarantine in high-risk sitio or barangays;

WHEREAS, as of May 27, 2020, Mandaue City has 237 positive cases, 81% of which or 193 cases come from the Mandaue City Jail, all of whom have been isolated in a separate detention facility. Moreover, out of the remainder of 44 confirmed cases (19%), only 29 or 12% are actual "active" community cases, 12 recoveries, and with only a total of 4 deaths or a mortality rate of 2%, thus agrees with the IATF declaration of placing the City of Mandaue under General Community Quarantine, until Jun 15, 2020;

WHEREAS, the City of Mandaue adopts the IATF declaration and will continue with its implementation of the guidelines under the Revised Omnibus Guidelines on the Implementation of Community Quarantine policies, and declares supplemental guidelines for the City under this classification of community quarantine;

NOW THEREFORE, I, JONAS C. CORTES, Mayor of the City of Mandaue, and by virtue of the powers and authority vested in me by law, do hereby order and decree for the adoption of the guidelines under the Revised Omnibus Guidelines on the



Implementation of Community Quarantine, and declares the City of Mandaue to be under a state of General Community Quarantine (GCQ) and provide the guidelines for its implementation:

SECTION 1. DECLARATION OF GENERAL COMMUNITY QUARANTINE.
Mandaue City shall now be under a state of General Community Quarantine (GCQ) starting June 1, 2020 until June 15, 2020.

SECTION 2. GENERAL GUIDELINES UNDER GCQ. – The following general policies shall be adopted during the General Community Quarantine (GCQ):

- a) **Minimum Public Health Standards** – all persons and business establishment must ensure compliance with the minimum health standards at all times, such as but not limited to wearing of facemasks, proper personal hygiene, and social distancing, among others.
- b) **Allowed Movement and Travel** – the movement of all persons shall be limited to: 1) accessing essential goods and services, and 2) for work in offices, businesses or industries permitted to operate. For this purpose any person allowed outside of residence must have proof or document showing the purpose of travel, such as, quarantine passes, or company ID/certificate of employment, and Special Permit to Operate or Business Permits, for those workers/businesses operating in Mandaue City, and Business Permit if only passing through and coming from/going into other LGUs.
- c) **Persons under Mandatory Stay-at-Home** - Any person below twenty-one (21) years old, those who are sixty (60) years old and above, those with immunodeficiency, comorbidities or other health risks, and pregnant women, including any person who resides with the aforementioned, shall be required to remain in their residences at all times, *except* when indispensable under the circumstances for obtaining essential goods and services or for work in permitted industries and office.
- d) **Public Transportation Guidelines** - Public transportation shall be limited to, 1) those provided or allowed by the LGU's, 2) public conveniences permitted by the LTFRB, 3) tricycle-for-hire which obtained a Special Permit to Operate issued by the City, and 4) Taxis and TNVS. Provided, that in all public transports, a strict one (1) meter distance between passengers shall be observed and appropriate engineering controls in place, together with the observance of minimum health standards, such as, cashless payments, thermal scanners, separators/screens, alcohol/sanitizers, etc. Other forms of public transportation, such as jeepneys, multicabs, and the like, shall be prohibited unless issued special permits by the Land Transportation Franchising Regulatory Board (LTFRB).



- e) **Point-to-Point Buses as Public Transportation** - The Land Transportation Franchising Regulatory Board (LTFRB) with the assistance of the City, will provide point-to-point bus operations for the public, for a fee. These buses have intra-City and inter-City routes reaching Cebu City up until the Municipality of Liloan, and the borders of Lapu-Lapu City (please check Public Information Office site).
- f) **Checkpoints and Border Controls** - border control/checkpoints shall be maintained at all times to ensure that only essential travel and workers of allowed businesses can enter/exit/pass through Mandaue City. Personnel manning checkpoints may conduct random inspections on a case-to-case basis especially if there is traffic congestion. Modified and "spot" checkpoints will also be set-up by the Traffic Enforcement and Management (TEAM) with the assistance of the PNP.
- g) **Prohibited public gatherings** - Mass gatherings such as but not limited to, cockpit or "*tigbakay*", movie screenings, concerts, sporting events, and other entertainment activities, community assemblies, and non-essential work gatherings shall be **prohibited**. Gatherings that are for the provision of critical government services and authorized humanitarian activities while adhering to the prescribed minimum health standards shall be allowed. Religious gatherings shall be limited to not more than ten (10) persons, until otherwise modified through subsequent issuances of the IATF.
- h) **Number Coding Scheme** - the number coding scheme (Mon/Wed/Fri: ODD and Tue/Thur/Sat: EVEN) for all vehicles in the City shall be maintained, **EXCEPT**, 1) bicycles, 2) chartered point-to-point shuttle services of allowed businesses, 3) vehicles/motorcycles of workers of establishments and businesses that are allowed to be open, including those passing through/coming from/going to other LGUs for work purposes only, 3) Exempted workers defined, herein, 4) those allowed by the City Mayors (Cebu, Mandaue, Lapu-Lapu Cities) through the issuance of a corresponding documents, and 5) on Sundays.
- i) **Curfew** - the curfew schedule shall start from 10:00 o'clock in the evening until 5:00 o'clock in the morning. This will apply to all persons and business establishments, provided that those persons below 21 years old and those who are 60 years old and above shall still be under 24-hour curfew.
- j) **Barangay Participation** - All Barangay Officials, Tanods, and volunteers, in coordination with law enforcement agencies are enjoined to assist in the implementation of the regulations under this Order, such as, curfew protocols, monitoring, and surveillance of incoming/outgoing persons in their areas.



- k) **Public exercise** - Outdoor non-contact sports and other forms of exercise such as but not limited to walking, jogging, running, biking, golf, swimming, tennis, badminton, equestrian and skateboarding are allowed. Provided, that the minimum public health standards such as the wearing of masks and the maintenance of social distancing protocols, and no sharing of equipment where applicable, are observed. Provided, further, that operation of the relevant clubhouses or similar establishments, if any, shall be limited to basic operations.
- l) **Mandaue City Public Market Schedule** – the schedule for the Mandaue City Public Market shall be maintained and shall follow the current existing regulations within the area.
- m) **Liquor Ban** – the total liquor ban imposed by the City of Mandaue shall now be **LIFTED**. Thus, selling, transporting, and distribution of alcoholic beverages shall now be allowed, but, it shall be prohibited for any person to drink intoxicating liquor in any public place within the City of Mandaue.
- n) **Localized Lockdowns** – Mandaue City shall declare community quarantine classifications of Barangays/Sitio/localized areas based on risk thresholds. Thus, notwithstanding the list of businesses allowed to operate under GCQ, the City reserves the right to declare a “LOCALIZED LOCKDOWN” in areas/sitios/Barangays that have high Covid-19 positive cases called “red zones”, where the possible infection is high. Areas declared under such localized lockdown are considered “no business zones”, thus, any and all business operating therein shall be closed until the area is declared safe. In this regard, checkpoints shall be placed in strategic chokepoints to regulate the movement of people and transportation in these locations.

SECTION 3. THE FOLLOWING BUSINESSES SHALL BE ALLOWED TO OPERATE. Business establishments under the following categories, as allowed in the IATF Omnibus Guidelines under ECQ, MECQ, and GCQ, and subject to certain conditions as indicated in this Executive Order, may resume full business operations:

A. BUSINESS ESTABLISHMENTS AND OPERATIONS THAT WERE ALLOWED UNDER ECQ:

- i. Industries involved in agriculture, forestry, fishery and their workers including farmers, Agrarian Reform Beneficiaries, fisherfolk, and agri-fishery stores, and such other components of the food value chain, at full operational capacity;
- ii. Private establishments and their employees involved in the provision of essential goods and services and activities in the value chain related to food and medicine production, such as but not limited to, public markets, supermarkets, grocery stores, convenience stores, laundry shops, food my



- preparation establishments insofar as take-out and delivery services, water-refilling stations, hospitals, medical, dental, and optometry clinics, pharmacies, and drug stores. Provided, that for dental procedures, the wearing of Personal Protective Equipment (PPEs) by dentists and attendants shall be mandatory, with strict observance of infection prevention and control protocols;
- iii. Manufacturing and processing plants of basic food products, medicine, vitamins, medical supplies, devices and equipment, essential products such as but not limited to soap and detergents, diapers, feminine hygiene products, toilet papers, wet wipes, and disinfectants. Provided, that establishments involved in the production, manufacturing, packaging, processing, and distribution of food may operate. In which case, the Department of Trade and Industry (DTI) is hereby authorized to approve the temporary increase of workforce capacity. Provided further, that manufacturers of medicines, medical supplies, devices and equipment, including but not limited to suppliers of input, packaging, and distribution, shall be allowed to operate at full capacity;
 - iv. Delivery services, whether in-house or outsourced, transporting food, medicine or other essential goods. Delivery of clothing, accessories, hardware, housewares, school and office supplies, as well as pet food and other veterinary products shall likewise be allowed.
 - v. Banks, money transfer services, microfinance institutions and cooperatives, excluding pawnshops not performing money transfer, and credit cooperatives including their armored vehicles, if any;
 - vi. Power, energy, water, information technology and telecommunications supplies and facilities, including waste disposal services, as well as property management, and building utility services;
 - vii. Energy companies, their third-party contractors and service providers, including employees involved in electric transmission and distribution, electric power plant and line maintenance, electricity market and retail suppliers, as well as those involved in the exploration, operations, trading and delivery of coal, oil, crude or petroleum and by-products (gasoline, diesel, liquefied petroleum gas, jet oil, kerosene, lubricants), including refineries and depots or any kind of fuel used to produce electricity;
 - viii. Telecommunications companies, internet service providers, cable television providers, including those who perform indirect services such as the technical, sales, and other support personnel, as well as the employees of their third-party contractors doing sales, installation, maintenance, and repair works;
 - ix. Business process outsourcing establishments and export-oriented business with work from home, on-site or near site accommodation, or point-to-point shuttling arrangements. For this purpose, BPOs and their service providers and export-oriented businesses shall be allowed to install and transport necessary work-from-home equipment, to enhance their operations by deploying their workers under on-site or near-site accommodation



- arrangements, or provide point-to-point shuttle services from their near site accommodations to their offices;
- x. Airline and aircraft maintenance employees, including pilots and crew, ship captains and crew;
 - xi. Media establishments;
 - xii. Essential projects, whether public or private, such as but not limited to quarantine and isolation facilities for Persons under Monitoring, and suspect and confirmed COVID-19 patients, facilities for the health sector including those dealing with PUMs, and suspect and confirmed COVID-19 patients, facilities for construction personnel who perform emergency works, sewerage projects, water service facilities projects, and digital works. Priority public infrastructure projects, as well as priority private construction projects defined as those that refer to food production, agriculture, fishery, fish port development, energy, housing, communication, water utilities, manufacturing, and Business Process Outsourcing shall likewise be allowed to operate in accordance with guidelines issued by the DPWH;
 - xiii. Manufacturing companies and suppliers of equipment or products necessary to perform construction works;
 - xiv. Employees of the Philippine Postal Corporation at a capacity necessary to maintain the prompt delivery of services to its clients;
 - xv. The Philippine Statistics Authority, at an operational capacity necessary to conduct data gathering and survey activities related to COVID-19 and the registration and implementation of the national identification (ID) system;
 - xvi. Funeral and embalming services, provided that funeral service operators are directed to provide shuttling services and/or housing accommodations for their personnel and staff;
 - xvii. Humanitarian assistance personnel from civil society organizations, non-government organizations, and United Nations-Humanitarian Country teams, as well as individuals performing relief operations to augment the government's response against COVID-19 and other disasters or calamities that may occur. Provided, that they are authorized by the appropriate government or LGU;
 - xviii. Pastors, priests, imams, or such other religious ministers whose movement shall be related to the conduct of necrological or funeral rites. In this connection, immediate family members of the deceased from causes other than COVID-19 shall be allowed to move from their residences to attend the wake or interment of the deceased upon satisfactory proof of their relationship with the latter and social distancing measures;
 - xix. Veterinary clinics;
 - xx. Security personnel;

B. BUSINESS ESTABLISHMENTS AND OPERATIONS THAT ARE ALLOWED UNDER MECQ. In addition to the allowed businesses abovementioned currently under ECQ, the following businesses allowed under MECQ, may also operate:

**B.1. FULL operational capacity:**

- i. Media establishments, without need of PCOO accreditations;
- ii. BPOs and export-oriented establishments, without need to set-up onsite or near-site accommodation arrangements;
- iii. E-commerce companies;
- iv. Other postal and courier services, as well as delivery service for articles or products not mentioned under the IATF Omnibus Guidelines;
- v. Rental and leasing, other than real estate, such as vehicles and equipment for permitted sectors;
- vi. Employment activities that involve the recruitment and placement for permitted sectors; and
- vii. Housing services activities, such as but not limited to plumbing, roofing and electrical works.

B.2. FIFTY percent (50%) operational capacity. The following officers, establishments or individuals conducting or providing the following activities or services are allowed to operate at fifty percent (50%) operational capacity, while encouraging work-from-home and other flexible work arrangement, where applicable.

- i. Other manufacturing industries classified as beverages, including alcoholics drinks; electrical machinery; wood products and furniture; non-metallic products; textiles and clothing/wearing apparels; tobacco products; paper and paper products; rubber and plastic products; coke and refined petroleum products; other non-metallic mineral products; computer, electronic and optical products; electrical equipment; machinery and equipment; motor vehicles, trailers and semi-trailers; other transport equipment; and others;
- ii. Other real estate activities.
- iii. Administrative and office support such as, but not limited to, providing photocopying and billing services;
- iv. Other financial services not mentioned under the IATF the Omnibus Guidelines, such as money exchange, insurance, reinsurance and non-compulsory pension funding;
- v. Legal and accounting services;
- vi. Management consultancy services or activities;
- vii. Architectural and engineering activities that include technical testing and analysis;
- viii. Science and technology, and research and development;
- ix. Recruitment and placement agencies for overseas employment;
- x. Advertising and market research;
- xi. Computer programming and information management services;
- xii. Publishing and printing services;
- xiii. Film, music and television production;



- xiv. Photography, fashion, and industrial, graphic and interior design;
- xv. Wholesale and retail trade of vehicles and their parts and components, whether such vehicle be fuel, electrical or human powered;
- xvi. Repair and maintenance of vehicle as well as its parts or components, including car wash services;
- xvii. Malls and commercial centers, subject to the guidelines issued by the DTI relative to operation of the same;
- xviii. Dining and restaurants, but for delivery and take-out only;
- xix. Hardware stores;
- xx. Clothing and accessories;
- xxi. Bookstore and school and office supplies;
- xxii. Baby or infants care supplies;
- xxiii. Pet food and pet care supplies;
- xxiv. Information technology, communications and electronic equipment;
- xxv. Flower, jewelry, novelty, antique and perfume shops; and
- xxvi. Toy stores; Provided, that their playground and amusement areas, if any, shall remain closed;
- xxvii. Firearm and ammunition trading establishment, subject to strict regulation of Firearm and Explosives Office;
- xxviii. Pastors, priests, rabbi, imams, and other religious ministers insofar as providing home religious services to households. Provided that proper protocols shall be observed such as social distancing, wearing of face masks and the like.

C. BUSINESS ESTABLISHMENTS AND OPERATIONS THAT ARE ALLOWED UNDER GCQ. In addition to the sectors allowed abovementioned under ECQ and MECQ at an operational capacity provided therein, the following sectors or industries shall be allowed to operate:

- i. **Category I Industries** – Power, energy, water and other utilities, agriculture, fishery and forestry industries, food manufacturing and food supply chain businesses, including food retail establishments such as supermarkets, grocery stores and food preparation establishments insofar as take-out and delivery services, food delivery services, health-related establishments, the logistics sector, information technology and telecommunication companies, the media, at full operational capacity;
- ii. **Category II Industries** – Mining and other manufacturing, and electronic commerce companies, as well as other delivery, repair and maintenance, and housing and office services, at anywhere between 50% up to full operational capacity, and without prejudice to work-from-home and other alternative work arrangements; and
- iii. **Category III Industries** - Financial services, legal and accounting, and auditing services, professional, scientific, technical and other non-leisure services, and



other non-leisure wholesale and retail establishments, from skeleton workforce to 50% operational capacity, and without prejudice to work-from-home and other alternative work arrangements.

- iv. **Malls and Shopping Centers** - LIMITED operations in malls and shopping centers shall be allowed, except for leisure establishments and services which shall continue to be closed. Provided, that establishments and services allowed to operate in malls and shopping centers may only operate at a capacity consistent with the IATF Omnibus Guidelines and National Agency Guidelines. Provided, further, those below twenty-one (21) years old, and those sixty (60) years old and above and those with immunodeficiency, comorbidity, or other health risk, and pregnant women, including any person who resides with the aforementioned, may not enter malls and shopping centers except when indispensable under the circumstances for obtaining essential goods and services or for work in establishments located therein until otherwise modified through subsequent issuances of the IATF. Provided, finally, that operations of malls and shopping centers are subject to the guidelines of the DTI and the specific guidelines set herein.
- v. **Construction** - All public and private construction projects shall be allowed, but with strict compliance to the issued construction safety guidelines for the implementation of infrastructure projects during the COVID-19 pandemic by the DPWH.
- vi. **Barbershops and Salons** – barbershops and salons limited to *basic hair cutting services only* can begin to reopen starting June 7, 2020, and only with an operational capacity of 30%. Provided that the venue/are capacity allows for social distancing, and that such businesses are compliant with the proper protocols by the FTL.
- vii. **Hotels** - No hotels or similar establishments shall be allowed to operate, except those accommodating the following:
 - a. Those with guests who have existing booking accommodations for foreigners as of 01 May 2020;
 - b. Guests who have existing long-term bookings;
 - c. Distressed OFWs and stranded Filipinos or foreign nationals;
 - d. Repatriated OFWs in compliance with approved quarantine protocols;
 - e. Non-OFWs who may be required to undergo mandatory facility-based quarantine; and
 - f. Healthcare workers and other employees from exempted establishments under the IATF Revised Omnibus Guidelines. Provided that in all of the foregoing, hotel operations shall be limited to the provision of basic accommodation services to guests through an in-house skeleton workforce. Ancillary establishments within the premises, such as restaurants, cafes, bars, gyms, spas, and the like, shall not be allowed to



operate or to provide room service; Provided further, that accommodation establishment may prepare; (a) packed meals for distribution to guests who opt for the same; and (b) food orders for take-out and delivery only.

SECTION 4. OFFICES OR BUSINESSES WHICH ARE NOT ALLOWED TO WORK OR OPERATE. Amusement, gaming, and fitness establishments, as well as those in the kids and the tourism industries, and all Category IV industries may not operate reflected on the separate DTI issuance.

SECTION 5. GENERAL BUSINESS OPERATIONS GUIDELINES. All business establishments and the general public are advised to follow these minimum public health standards, in addition to the Department of Health issuances which shall form part of the business contingency health safety protocol:

A. Mandatory wearing of masks in public places and workplaces:

- i. Face masks must be worn at all times and removed only when eating or drinking;
- ii. Employers shall provide the appropriate face masks for workers; and
- iii. Whenever cloth masks are used, the washable type shall be worn but additional filter material inside the masks should be added.

B. Health symptoms questionnaire must be accomplished by all employees and submitted to the guard or designated safety officer prior to entry:

- i. Temperatures must be checked and recorded in the health symptoms questionnaire;
- ii. For any personnel with temperature exceeding 37.5 degrees Celsius, even after a five-minute rest, or if the response in the questionnaire needs further evaluation by the clinic/medical staff, the employee shall be isolated in an area identified by the company and not allowed to enter its premises;
- iii. The isolation area should be well-ventilated and disinfected frequently.
- iv. Clinic staff assigned to assess the workers held in the isolation area shall be provided with appropriate medical grade PPEs by the establishment which shall include, but not limited to, face masks, goggles, face shields, and gloves;
- v. Spray alcohol/sanitizers to both hands and provide disinfectant foot baths are to be provided at the entrance if practicable; and
- vi. Should there be a long queue outside the office or store premises, physical distancing of one meter should be observed at all times.

C. Hand washing/sanitizing stations must be available in places frequented by the public or those in high-touch areas:

- i. All washrooms and toilets must have sufficient clean water and soap, workers are encouraged to wash their hands frequently and avoid touching their face (eyes, nose, and mouth)



- ii. Sanitizer must be made available in corridors, conference areas, elevators, stairways and areas where workers pass; and
- iii. All work areas and frequently handled objects such as doorknobs and handles, shall be cleaned and disinfected regularly, at least once every two hours.

D. Mandatory physical and social distancing measured at least one (1) but preferably two (2) meters (radius) between individuals in the workplace, whether in office workstations and in open operations area:

- i. Eating in communal areas is discouraged. It is best to eat in individual work area and all wastes shall be disposed properly;
- ii. If eating in individual work areas is not possible, the employer shall ensure that physical distancing is maintained in dining areas with one worker per table and one-meter distance per worker;
- iii. Conversation without masks during meal times is discouraged;
- iv. Tables and chairs shall be cleaned or disinfected after every use of the area and before as well as the end of the work day; and
- v. Canteens and kitchens should be cleaned and disinfected regularly.

E. Minimum contact shall be observed:

- i. Alternative work arrangements such as working-hour shifts and work from home arrangements on rotation basis, where feasible is highly encouraged;
- ii. Prolonged face-to-face interaction between workers and clients are discouraged and masks shall be worn at all times;
- iii. Meetings needing physical presence shall be kept at a minimum number of participants and with short duration. Videoconferencing shall be utilized for lengthy discussions among workers;
- iv. Office tables should be arranged in order to maintain proper physical distancing, for this purposes, barriers may be provided between tables;
- v. Workstation layout should be designed to allow for unidirectional movement in aisles, corridors or walkways;
- vi. The number of people inside an enclosed space such as the rooms, halls or stores, shall be limited. Elevator use should consider physical distancing and limit the number of persons inside;
- vii. Use of stairs is encouraged and if there are two accessible stairways, one stairway may be used exclusively for going up and another for going down;
- viii. Online systems is highly encouraged and shall be utilized for clients needing assistance from offices including the use of videoconferencing; and
- ix. Safety protocol officer or assigned roving officers shall always ensure physical distancing and observance of minimum health protocols.



F. In the event that a worker is suspected as having COVID-19, the following shall be observed:

- i. The worker shall immediately proceed to the isolation area designated in the workplace and his/her mask must never be removed;
- ii. Clinic personnel attending to the workers should wear appropriate PPEs and if needed, the worker must be transported to the nearest hospital. Company protocols for transport of suspect COVID-19 cases and for PCR testing shall be in place.
- iii. Decontamination of workplace must be done, to wit:
 - a. Workplace shall be decontaminated with appropriate disinfectant (e.g. chlorine bleaching solution and 1:100 phenol based disinfectant);
 - b. Work may resume after 24 hours, reckoned from time of decontamination;
 - c. Workers present in the work area with the suspect COVID-19 worker shall go undergo 14-day home quarantine with specific instructions from clinic staff on monitoring of symptoms and possible next steps; and
 - d. If suspect COVID-19 worker has negative swab test results, he and his co-workers may be allowed to report back to work.
- iv. In the event that a worker is sick or has fever but is not suspected to have COVID-19 (ex., urinary infection, wound infection or any diseases not related to lungs or respiratory tract) the employer must advise the worker to take prudent measures to limit the spread of communicable diseases, such as to stay at home and keep away from work or crowds and seek appropriate medical care if there is persistent fever, when difficulty of breathing has started, or when he/she becomes weak.

G. The placement of relevant on-site signages and online information materials bearing reminders to practice physical distancing, regular hand washing and sanitizing, medical and health information, updates on local cases and initiatives of the government as well as directions to the appropriate hand washing and sanitizing stations, testing stations or facilities, quarantine facilities, and other such information:

H. To help mitigate the risks faced by the garbage collectors, there shall be a mandatory disinfection of all types of wastes before they are primed for garbage collection.

I. The implementation, monitoring, and maintenance of a planned schedule for pedestrians traveling to and from their respective workplaces in coordination with private sector entities within the local government's territorial jurisdiction and if possible or applicable, the chartering of various means of transporting workers to and from their respective destinations;



SECTION 6. WORKPLACE-SPECIFIC PROTOCOLS AND MEASURES. In addition to the General Business Operations Guidelines stipulated in Section 5 of this Executive Order, and subject to prevailing guidelines of the World Health Organization and of the Department of Health on the effectivity of the following measures, including the consensus of the medical community, the following minimum health regulation should also be observed in:

A. Food Service Workplaces (Restaurants, Cafes, Fastfoods, etc.):

- i. resume operations with take-out/delivery service only;
- ii. create more spaces in the dining area and maintain two-meter distances between tables when dine-in service resumes;
- iii. provide disposable (non-shared) menu booklets;
- iv. provide alcohol-based wipes for patrons and/or touchless soap dispensers in wash areas;
- v. promote contactless service for dine-in patrons;
- vi. provide disposable cutlery and wash non-disposable cutlery with effective soap solutions on warm water;
- vii. mark spacing distances in food centers with queue lines; and
- viii. frequently disinfect common spaces.

B. Commercial Stores and Centers (Banks, Boutiques, Groceries, Supermarkets, etc.)

- i. establish a maximum number of people inside the store/shop/center/mall at any given time and limit entry/ingress points;
- ii. promote online transactions and shopping services;
- iii. implement cashless and/or contact-less sales and customer service; and
- iv. frequently sanitize/disinfect items for sale and other high-touch objects in the store/shop;

C. Malls or Shopping Malls

- i. establish a maximum number of people inside the store/shop/center/mall at any given time and limit entry/ingress points;
- ii. ensuring social distancing of people (1 meter apart) at all times;
- iii. the number of open mall entrances may be reduced to better manage the foot traffic inside the mall;
- iv. ensuring that customers stand on every other step of the escalator to maintain safe distancing;
- v. assigning personnel to regulate foot traffic in high-density areas, e.g., comfort rooms, supermarkets, etc;
- vi. marking or reducing the seats available for customers to use while waiting
- vii. creating one-way flow, where possible, to decongest queues and facilitate movement;
- viii. senior citizens, pregnant women, and persons with disabilities (PWD) obtaining essential goods are allowed only one (1) companion;



- ix. assigning a centralized pick up location for stores with delivery/pickup service where delivery service providers can pick up goods;
- x. Thermal scanning and foot bath are mandatory for all guests at all entrances;
- xi. Constant sanitation with constant deployment of personnel clean door handles, handrails, toilets, and common areas;
- xii. turning off free Wi-Fi for customers;
- xiii. regulating air conditioning inside the mall to 26 degrees centigrade;
- xiv. promote online transactions and shopping services;
- xv. suspending the conduct of sale events, marketing events, and other promotions which tend to attract large crowds;
- xvi. implement cashless and/or contact-less sales and customer service; and frequently sanitize/disinfect items for sale and other high-touch objects in the store/shop;

- xvii. **Offices in Buildings (Call Centers, Standard Offices)**
 - i. limit the number of people who use elevators;
 - ii. put markers on carpets and other flooring materials to create visual boundaries around desks, plexiglass shields between desks that face each other and signs that direct walking traffic in a single direction;
 - iii. tape off areas to promote physical and social distancing – especially in elevators
 - iv. put more vending machines instead of opening cafeterias
 - v. discourage physical meetings and implement online/livestream methods of communication

- xviii. **Construction Sites, Factories, and Related Industrial Workplaces Workstations**
 - i. adjust on-site and production schedules
 - ii. conduct consultative dialogues between owners, managers, supervisors, and construction workers and agree on collaboratively determined work and/or production schedules
 - iii. provide mechanisms for work-site mobility and transportation limit the use of co-workers' tools and equipment
 - iv. monitor and implement individualized shifts for the use of equipment, vehicles, tools, and other construction materials

- xix. **Other Offices or Business Establishment** – other offices or special cases of operations must follow the minimum health standards issued by related government agencies and those listed in this Executive Order.

SECTION 7. MANDATORY REQUIREMENTS FOR RE-OPENING OF BUSINESSES. All persons who are engaged in business or operating within Mandaue must secure a Mayor's Special Permit to Operate (SPTO) with the Business Permit and Licensing Office (BPLO).



A. Applicability. This rules shall be apply to business establishments which are allowed to operate during the current level of Community Quarantine that would like to reopen, and to those businesses that were already allowed under the earlier declaration (Enhanced Community Quarantine/Modified ECQ).

B. Purpose. The main purpose of this SPTO is for monitoring and surveillance. So that the City would be aware what businesses are opening, where the business is located, and the basic information about their employees' status. The permit is mainly for safety purposes, for the protection of their employees and customers, and to ensure that businesses are operating in "safe zones" or non-covid areas.

C. Who are qualified to apply for SPTO. Only those with valid Business Permits shall be qualified to apply and be granted a Special Permit to Operate Business. Any person operating without the corresponding business permits must apply for one.

D. Procedure. a **MAYOR'S SPECIAL PERMIT TO OPERATE (SPTO)** must be applied online through: <http://mandauecity-bplo.com/>

- i. Applicants must first **sign up** by registering his/her email address and password. Once an applicant has signed up, they may now **log-in** and accomplish/fill out the online application form completely by following the instructions therein.
- ii. Required documents must also be uploaded to the online platform, such as: a) Employee Information, b) Statement of Management Responsibility for maintaining workplace health standards, c) Workplace Health Contingency Plan, and d) Name and contact number of designated Safety/Health Protocol Officer for business establishments with more than ten (10) employees. (Note: Sample documents are readily available in the page)
- iii. The City, through the Business Permits and Licensing Office (BPLO) shall evaluate the application and email the Mayor's Special Permit to Operate for printing.

E. Post Audit and Monitoring. A Joint Inspection Team or team of authorized City Inspectors shall conduct a post-audit to check whether business establishments have the Special Permit to Operate and are following the Safety Protocols and Business Operation Guidelines and other necessary procedure under this Executive Order. Barangay Officials are directed to assist in the inspection and monitoring of business establishments to the Special Permit to Operate and compliance to the minimum health standards in their workplace.

F. Cancellation/Revocation of Special Permit to Operate and Business Permit. The City reserves the right to cancel or revoke the previously issued SPECIAL PERMIT TO OPERATE, including the business permit, and closure of businesses in case of violation of this Executive Order.

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E. 5-DAY Leeway Period for Compliance. In consideration to those businesses that have yet to apply for a business permit and/or special permit to operate with the BPLO, a 5-day leeway shall be given starting June 1 to June-5, 2020. Business may be allowed entry into Mandaue City and start its operations, provided, they process their online application of the Special Permit within the 5-day period.

SECTION 8. TESTING AND MONITORING FOR RETURNING EMPLOYEES AND CONTINUED OPERATIONS OF ALLOWED BUSINESSES. The private sector is encouraged to adopt *stricter* health standards concerning their own operations. To control the spread and minimize transmission of the virus it is **STRONGLY ENCOURAGES** that all employers to subject all their working employees or a sampling thereof, to be deployed to be subjected to Rapid Anti-body Diagnostic Testing and/or Confirmatory RT-PCR Testing for Covid-19 following the guidelines under DOH Memorandum Order No. 2020-0220.

In addition, as part of monitoring, employers must screen their returning employees/workers for influenza-like symptoms and those that have relevant history of travel or exposure, such as those coming from areas that have high Covid-19 cases, to prevent possible infection.

For safety reasons, in the unfortunate event that an employee is found positive for Covid-19, the business establishment shall: 1) immediately close shop, 2) test all employees that have exposure to the covid-positive employee at the expense of the employer, 3) suspend the special business permit to operate and its business permit, and 4) the employer must first secure a clearance from the City before they can reopen or operate again.

SECTION 9. MONITORING OF PRIVATE COMMERCIAL AND INDUSTRIAL WORKPLACES. The Business Permit and Licensing Office (BPLO) in cooperation with the Philippine National Police (PNP) and related LGU-regulatory offices, as may be ordered by the City Mayor, are directed to monitor and implement the provisions of this Executive Order. Barangays are also empowered to conduct monitoring and inspection of businesses in their jurisdiction to ensure compliance to the orders set herein.

To this end, in the interest of public health monitoring, and to assist authorities in the conduct of contact tracing for positive, suspected or probable Covid-19 cases, the City of Mandaue shall maintain a database profiling of all the private commercial and industrial, including other forms of business, operating in its areas of jurisdiction which shall include information such as the number of employees, working hours, workplace conditions/office floor areas, addresses of employees, work schedules, and the like;

All private commercial, industrial, and other forms of business operating within the territorial jurisdiction must have a Workplace Health Contingency Plan which shall



detail the said business's compliance with the necessary safeguards and the Universal Safety Measures identified above prior to their resumption of operations. Essential business operations which have remained open and operational with a skeleton workforce during the Enhanced Community Quarantine period shall also be required to prepare Workplace Health Contingency Plan which shall be required from them during the conduct of post audit.

Finally, by applying for a SPECIAL PERMIT TO OPERATE, the business establishment/applicant signifies that he/she is a law abiding citizen and taxpayer and will comply with all the requirements and regulations set forth by law. The business establishment will allow any representative of the LGU regulatory office or the BPLO to inspect the place of business and perform their functions pursuant to their regulatory mandates and collect necessary data relevant to the prevention and control of the virus during this pandemic.

SECTION 10. INTERZONAL AND INTRAZONAL MOVEMENT. This section shall apply to the transit of people and goods from, to, and within Mandaue City and to another GCQ/MGCQ and vice versa.

- A. Adherence to the Tri-City Reciprocity Agreement** – pursuant to the Tricity Reciprocity Agreement, Mandaue City shall honor the documents required by Cebu City and Lapu-Lapu City to persons before they are allowed entry/exit through its borders, such as business permits, certificate of employments, and any form of identification.
- B. Interzonal movement** – Except persons found under Section 10.D, all persons coming from other LGU's may enter or pass through the City of Mandaue ONLY for work, business, or work-related activities. Entry for purposes of purchase of basic necessity that are also found within the LGU of origin shall NOT be allowed. Finally, for purposes of such interzonal movement employees/workers coming from their work to go home passing through Mandaue City, shall also be allowed;
- C. Intrazonal movement** - Movement of persons within Mandaue City shall be limited to accessing basic goods and services, and for work in offices or industries permitted to operate herein, thus, any leisure related movement shall be prohibited.
- D. Movement of all types of cargoes** – movement of cargoes by land, air, or sea within and across the areas placed under GCQ shall be unhampered. Workers in the logistics sector, such as cargo, trucking and port operations shall likewise be allowed to transit, provided that a maximum of five (5) personnel may operate cargo and delivery vehicles by land, with or without load, provided further, that drivers of these vehicles must be able to show proper documentation in case of random inspections.



- E. **Movement of exempted persons** – movement of the following persons within and across areas placed under any form of community quarantine shall be permitted: a) Health and emergency frontline service personnel, b) Government officials and government frontline personnel, c) Duly-authorized humanitarian assistance actors (HAAs), d) Persons travelling for medical or humanitarian reasons, e) Persons transiting to the airport for travel abroad, f) Workers in allowed establishments and persons providing essential goods and services and public utilities, g) Essential skeleton workforce, h) Repatriated OFWs and non-OFWs returning to their residences, i) Other persons transported through the efforts of the national government upon conduct of necessary quarantine protocols and in concurrence with the receiving LGUs.
- F. The Philippine National Police (PNP) retains its authority to conduct inspection procedures in checkpoints for the purposes of ensuring that protocols on strict home quarantine are observed, while ensuring that movement of essential goods are unhampered.
- G. Professions or professionals of allowed businesses, work, commercial establishments, and offices may use their professional identification cards or certificate of membership or other necessary proof of purpose in entering or passing through the City as justification for their entry or travel.

SECTION 11. VIOLATIONS. Violation of any provision of this Order and other earlier Executive Orders issued in relation to the Covid-19 pandemic, shall be subject to penalty pursuant to existing national law and local ordinances, without prejudice to the revocation of any special permit or business permits issued, and the closure of the business establishment.

SECTION 12. INCORPORATION CLAUSE. All laws, legal orders, rules and regulations that have been issued and/or will be issued by the duly constituted authorities of the Republic of the Philippines, particularly the Inter-Agency Task Force for the Management of Emerginf Infectious Diseases, pertaining to public health and Covid-19 are hereby incorporated herein and made integral parts hereof.


SECTION 13. SEPARABILITY CLAUSE. If any part or provision of this Executive Order is declared invalid or unconstitutional, the other provisions not affected shall remain valid and subsisting.

SECTION 14. REPEALING CLAUSE. All issuances inconsistent herewith are hereby superseded accordingly.



SECTION 15. EFFECTIVITY. This Executive Order shall take effect on June 1, 2020 and shall remain in force unless otherwise superseded or modified by subsequent Executive Orders and other issuances.

Done this 31st day of May, 2020 at Mandaue City, Philippines


JONAS C. CORTES
City Mayor *pc*