



Republic of the Philippines
Department of Education
Region VII
SCHOOLS DIVISION OF BOHOL

Division Memorandum
No. **152** s. 2020

CLARIFICATION ON THE PREPARATION OF ROOMS AS QUARANTINE AREA

To: ASDS
Chief, Functional Division
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Section/ Unit Heads
All Others Concerned

1. The Regional Director Salustiano T. Jimenez in our online conference thru our Regional Workchat group provides us guidance on how to handle request from Local Government Unit (LGU) to use our classrooms as quarantine area/room.
2. The director's instructions are:
 - a. Schools Division Superintendent (SDS) thru Public Schools District Supervisor (PSDS) gives copy of the DILG Memorandum Circular No. 2020 - 062 dated March 21, 2020 (copy attached) for their information, guidance and as immediate reply to the request.
 - b. In compliance to Section 5.1.10 of the above stated Circular which provides among others that "as a general rule, LGU must refrain from using schools as quarantines or isolation areas unless explicitly allowed by the Department of Education and strictly following the guidelines it may set.", PSDS shall submit certification that no other facility can be used as quarantine rooms and a certification from Department of Health (in our case Rural Health Unit (RHU)) that the school is qualified as quarantine area.
 - c. Transmits to the Regional Office the letter request with the certification from the Public Schools District Supervisor and DOH (RHU).
 - d. To come up with MOA later. As of this time, draft MOA has been forwarded by the Regional Office to the Central Office for comment.
3. At our end, to ensure close coordination and to avoid miscommunication between and among relevant stakeholders, particularly LGUs, the Public Schools District Supervisor shall perform the following:



0050 Lino Chatto Drive Barangay, Cogon, Tagbilaran City, Bohol
Tel Nos.: (038) 412-4938; (038) 411-2544 (038) 501-7550
Telefax: (038) 501-7550 email add: deped.bohol@deped.gov.ph

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- a. Closely coordinate with LGU, DOHs (RHUs) and school heads/ principals.
 - b. Guide the school heads/ principals in the selection of a quarantine room in the school. As a proactive measure, with or without request to use classroom as a quarantine room, all schools thru the principal, assisted by the School DRR Coordinator shall select the most suitable quarantine room among the classrooms in the school following the criteria set in Division Memo 146, s. 2020.
 - c. Coordinate with the DOH (RHU) for the inspection of the pre-selected rooms and issuance of certifications using the template provided. Certification shall serve as advance preparation as the need arises.
 - d. Transmit immediately the letter request, Public Schools District Supervisor certification and DOH certification thru email deped.bohol@deped.gov.ph or workchat group BoD MANCOM. If send thru email, workchat advise/ notification shall be done.
 - e. In the event there is an urgent need to use those identified quarantine room, in the absence of MOA, the principal shall immediately coordinate with RHU and the PSDS. The PSDS shall then inform the division office thru Dr. Aurora Lumaad, Division Medical Officer and Engr. Philip Marcelo Vigonte, Division DRRM Officer for provision of technical assistance.
4. Likewise, everyone is advised that all request with attached certification will be transmitted to the Regional Office for appropriate action.
 5. For your guidance and compliance.


BIANITO A. DAGATAN Ed D CESO V
Schools Division Superintendent



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Telefax: (038) 501-7550 email add: deped.bohol@deped.gov.ph

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Republic of the Philippines

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, West Triangle, Quezon City
<http://www.dilg.gov.ph>



21 MAR 2020

**MEMORANDUM CIRCULAR
NO. 2020 - 062**

TO : ALL PROVINCIAL GOVERNORS, CITY MAYORS, MUNICIPAL MAYORS, SANGGUNIANG PANLALAWIGAN/PANLUNGSOD/ BAYAN MEMBERS, PUNONG BARANGAY, DILG REGIONAL DIRECTORS, BARMM MINISTER FOR LOCAL GOVERNMENT, AND ALL OTHERS CONCERNED

SUBJECT : SUPPLEMENTARY LGU GUIDELINES ON THE IMPLEMENTATION OF ENHANCED COMMUNITY QUARANTINE IN LUZON, AND STATE OF PUBLIC HEALTH EMERGENCY IN OTHER PARTS OF THE COUNTRY DUE TO THE COVID-19 THREAT

1. Background

- 1.1. Article II, Section 15 of the 1987 Philippine Constitution states that: "The State shall protect and promote the right of the people and instill health consciousness among them." Moreover, the global community acknowledges the emergence of infectious disease as a serious international concern. On May 26, 2014, the Office of the President issued Executive Order 168, Series of 2014 entitled: "Creating the Inter-Agency Task Force for the Management of Emerging Infectious Diseases in the Philippines." The issuance ordered the DOH to spearhead a task force and have the DFA, DILG, DOJ, DOLE, DOT, and the DOTC (now DOTr and DICT) as its members.
- 1.2. On March 11, 2020, the World Health Organization declared the Coronavirus Disease 2019 (COVID-19) as a pandemic due to the rapid increase of cases of infection throughout the entire world.
- 1.3. This Department, through its power of general supervision over local government units (LGUs), is a part of the Inter-Agency Task Force for the Management of Emerging Infectious Disease (IATF-MEID).
- 1.4. Further, it was declared in Presidential Proclamation No. 929, Series of 2020 that the entire country is hereby placed in a State of Calamity for a period of six (6) months, unless lifted or extended as circumstances may warrant.

1.5. In view of the above, this Memorandum Circular shall provide additional guidelines for the implementation of the Community Quarantine for the Island of Luzon and the State of Public Health Emergency in other parts of the country.

2. Purpose

This Circular is issued to direct all local government units (LGUs) to fully implement the directives of the Office of the President for the Enhanced Community Quarantine for the Island of Luzon, and the State of Public Health Emergency for the rest of the country.

3. Basis/Related Issuances

- 3.1. Memorandum Circular No. 2020-018. The Circular enjoined all LGUs to effectively intensify the IEC against COVID-19, and implement programs, projects, and services that will promote the health and well-being of every Filipino. It also tasked Local Chief Executives (LCEs) to perform the roles of: (1) Anti-coronavirus Information Manager; (2) Local Crisis Manager; and (3) Environmental Health Manager. It also provided the guidelines for the containment, control, and prevention of COVID-19.
- 3.2. Memorandum Circular No. 2020-023. The Circular aimed to intensify the implementations set forth in MC 2020-018 as well as give a more comprehensive guideline for LCEs.
- 3.3. DILG Advisory dated March 10, 2020. The Advisory directed all LGUs to comply with the guidelines set forth by the DOH regarding COVID-19. Moreover, LGUs were given a specific set of orders on how to act upon the declaration of the President of a State of Public Health Emergency.
- 3.4. DILG Advisory dated March 12, 2020. The Advisory, in line with Presidential Proclamation No. 922, Series of 2020 on the declaration of a State of Public Health Emergency, reconstituted and reactivated all Local Disaster Risk Reduction Management Councils. Moreover, LCEs were instructed to coordinate with the Philippine National Police, and other law enforcement agencies for proper enforcement thereof.
- 3.5. DILG Advisory dated March 14, 2020. The Advisory mandated the presence of LCEs in their areas of jurisdiction through the enforcement of a strict temporary ban on any foreign travel.
- 3.6. DILG Advisory dated March 18, 2020. The Advisory reiterates the Memorandum issued by the Office of the Executive Secretary regarding the Enhanced Community Quarantine over the entire Island of Luzon and sets further guidelines for the management of COVID-19.

3.7. DILG Advisory dated March 20, 2020. The Advisory relays the strict enforcement of the Enhanced Community Quarantine in Luzon and the placement of the entire country under a State of Public Health Emergency.

4. Scope/Coverage

This Circular applies to all LGUs throughout the entire country. This shall cover all Provincial Governors, City/Municipal Mayors, Sangguniang Panlalawigan / Panlungsod / Bayan Members, Punong Barangay, the DILG Regional Directors, the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) Minister for Local Government, and all others concerned.

5. Policy Content and Guidelines

5.1. General Guidelines for all LGUs

5.1.1. All LGUs are charged with the promotion of health and safety within their jurisdiction. As such, they are to take the lead in the prevention and control of the spread of COVID-19 at the local level.

5.1.2. LCEs must remain present in their areas of jurisdiction. LGUs are expected to be the frontliner in times of crisis. As such, the Department has issued an advisory dated March 14, 2020 which bans the travel of local officials and requiring them to be at their areas of jurisdiction.

5.1.3. Conformity to the various issuances of the National Government. LGUs are strictly enjoined to use the guidelines and advisories as pillars in implementing local programs and activities relative to the State of Calamity. LGUs in close coordination with the PNP are advised to adhere to the guidelines and not to overextend its implementation, nor deliberately leave out its explicit provisions.

5.1.4. LGUs must organize their respective Barangay Health Emergency Response Teams (BHERTs). BHERTs are designated to help combat the spread of COVID-19 by managing, on the barangay level, Persons Under Investigation (PUIs) and those who came in contact with them. BHERT members are also tasked with the monitoring and reporting of PUIs within an LGUs jurisdiction.

5.1.5. LGUs shall establish checkpoints. This shall be done in coordination with health and police authorities to prevent the spread of COVID-19.

5.1.6. Monitoring the prices of items of necessity. As Head of the Local Pricing Coordination Council, LCEs shall monitor the prices of medicine ✓

protective gears, and other basic necessities, and shall file charges against hoarding and overpricing.

5.1.7. Continuous implementation of Environmental Laws governing cleanliness. They are to ensure that garbage/waste is properly disposed, *esteros* and canals are regularly cleaned, and enforcement of ordinances regarding health, sanitation, and cleanliness remain unabated.

5.1.8. Provision to all medical staff of PPEs. This shall include ambulance crew, BHERT members, and other local healthcare workers, including PNP and BFP personnel.

5.1.9. LGUs shall enforce the prohibition on mass gatherings. As Social Distancing is strictly enforced to combat the further spread of COVID-19, mass gatherings shall be strictly deterred by LGUs.

5.1.10. LGUs shall not use DepEd schools as quarantine or isolation areas. As a general rule, LGUs must refrain from using schools as quarantine or isolation areas unless explicitly allowed by the Department of Education and strictly following the guidelines it may set.

5.1.11. Reconstitution and reactivation of Local Disaster Risk Reduction Management Councils (LDRRMC). LGUs are hereby directed to reconstitute and/or reactivate their LDRRMCs.

5.1.12. Full Assistance and Cooperation. All LGUs are enjoined to render full assistance and cooperation with each other, and mobilize necessary resources to undertake critical, urgent, and appropriate disaster response aid and measures in a timely manner to curtail and eliminate the threat of COVID-19.

5.2. Specific Guidelines for LGUs placed in Enhanced Community Quarantine (Luzon LGUs)

5.2.1. Suspension of Classes. LGUs shall ensure the continuous suspension of classes. Said suspension applies to both private and public schools as well as Technical/Vocational classes. The same shall be in effect until April 14, 2020 as stated in the Memorandum of the Executive Secretary dated March 16, 2020.

5.2.2. Work From Home. LGUs are to provide for work from home arrangements for their employees as directed under the Memorandum of the Executive Secretary on the ECQ of Luzon. CSC Announcement No. 13, Series of 2020, however exempts frontline services on health, emergency, waste collection, border control, and other critical services, as much as practicable. The exempted frontline services shall only have a skeletal

workforce to operate it. However, if there is justifiable need, the LGU may call upon its employees to augment its workforce for the delivery of essential basic services. Further, LGUs may call upon the PNP and BFP to request for any possible manpower augmentation.

5.2.3. Utilization of Quick Response Funds (QRFs). LGUs are to utilize their QRFs to purchase food packs for identified indigent families, the Punong Barangays are directed to closely coordinate with their mayors to immediately provide assistance to the said families. Mayors are directed to coordinate with the DSWD for any augmentation to fully provide for the needs of the city/municipality. Governors are also directed to assist the LGUs within their areas of jurisdiction in fulfilling this task.

5.2.3.1. Inclusion of Daily Wage Earners. LGUs shall also include daily wage earners who have been affected by the quarantine in their list of families to be provided with assistance. This shall include, but shall not be limited to municipal fisherfolk, construction workers, small farmers, vendors, and other members of the informal economy.

5.2.4. Strict Home Quarantine. LGUs shall implement strict home quarantine. This shall be enforced by LGUs in all households within their jurisdiction. Movement shall be regulated through the issuance of gate passes to designated individuals per household. Further, such movement shall be limited to accessing basic necessities, and provision for food and essential health services.

5.2.5. Closure of Establishments. LGUs shall ensure the closure of public establishment, except those providing/manufacturing basic necessities such as food, medicine, water, banking and remittance centers, power, energy, telecommunication, and the like.

5.2.5.1. On Exempted Establishments. In all such open establishments, the LGUs must monitor their adaptation of a strict skeletal workforce, as well as all strict Social Distancing measures.

5.2.6. Suspension of mass public transportation. LGUs are to ensure the suspension of the operation of these forms of transportation.

5.2.6.1. Inclusion of tricycles, *padyak*, and other similar forms. For this purpose, and under DILG regulations, tricycles, *padyaks*, and other similar forms are hereby included in the category of mass public transportation.

5.2.7. Transportation Arrangements for Skeletal Workforces of exempted establishments. LGUs are to provide for transportation arrangements to skeletal workforces of exempted establishments, especially health and

emergency frontline service workers, border control personnel, and other critical services including those providing basic necessities.

5.2.7.1. Provision of Transportation. Transportation should also be provided by LGUs for those seeking to avail of these basic services such as those needing to go to hospitals or clinics, and those who have limited access to establishments providing basic necessities. LGUs are reminded to exercise strict social distancing measures including appropriate health protocols.

5.2.7.2. Transportation for Stranded Persons and Displaced Workers. LGUs are also to provide transportation to persons stranded in ports, airports, and other terminals within their areas of jurisdiction, and should also ferry persons stranded in its borders with the objective of getting said persons to their places of residence, the LGU may coordinate with other LGUs for the transport of said persons. This shall also apply to workers in or passing through the LGU who have, by reason of the quarantine, been displaced or dismissed from work because of cessation of work operations.

5.2.8. Unrestricted Movement for Frontline Workers. LGUs, in close coordination with the PNP and AFP, are directed to allow and authorize the unrestricted movement of the following personnel from their residences to their place of work, the LGUs are also to provide priority in any transportation arrangements:

5.2.8.1. All DOH officials and staff;

5.2.8.2. All health and service personnel stationed at LGU health facilities;

5.2.8.3. All Philippine Red Cross vehicles bearing the Red Cross logo and staff with Red Cross identification;

5.2.8.4. Core staff from the World Health Organization Country and Regional Office; and

5.2.8.5. All medical professionals, hospital administrative staff, and aides from private facilities, as well as their transportation service provider.

5.2.9. Unrestricted Movement of Cargoes. All cargoes (food and non-food) within to and from the entire Luzon, shall not be delayed by reason of the quarantine, per DTI Memorandum No. 6, Series of 2020 entitled: *"Ensuring unhampered movement of cargo and transit of personnel of business establishments allowed to operate during the ECO of Luzon."*

5.2.9.1. No additional and unreasonable Exactions. LGUs shall not collect additional or unreasonable exactions, including pass thru fees that would hinder the free movement of goods essential for the maintenance of communities and the provisions of basic commodities.

5.2.10. No Violations of Human Rights. LGUs are to ensure that no violations of human rights are committed by any border patrol staff nor any employee or officer granted authority by it to perform tasks relative to the implementation and maintenance of the enhanced community quarantine.

5.2.11. Curfew. Curfews are to be construed as being in effect for the twenty-four (24) hours of the day pursuant to the general intent of the ECQ.

5.3. Specific Guidelines for LGUs placed under the State of Public Health Emergency (Visayas and Mindanao LGUs)

5.4.1. All LGUs are hereby ordered to:

5.3.1.1. Render full assistance and cooperation to affected families and members of the community;

5.3.1.2. Utilize appropriate resources to implement urgent and critical measures to contain or prevent the spread of COVID-19;

5.3.1.3. Mitigate the effects and impact of COVID-19 to the community; and

5.3.1.4. Prevent serious disruption of the functioning of the government and the community.

5.3.2. Preventive Measures. All LCEs shall strengthen preventive measures and ensure that monitoring systems are in place. This includes the establishment of checkpoints in their respective jurisdictions.

5.3.3. On handling suspected or confirmed COVID-19 cases. LCEs shall exercise utmost prudence in sharing sensitive information about suspected or confirmed cases. As Information Manager of their LGUs, LCEs must ensure the immediate reporting of PUIs in their area.

5.3.4. Social Distancing and other protective measures. LCEs shall impose upon their constituent the practice of Social Distancing and other personal protective measures. Social Distancing entails maintaining a distance of at least 1 meter from another individual. Personal Protective measures involves the maintenance of proper personal hygiene.

5.4. DILG Regional Offices and BARMM Minister for Local Government. All DILG Regional Directors and the BARMM Minister for Local Government are hereby directed to cause the immediate and wide-spread dissemination of this Memorandum Circular within their respective jurisdiction. Further, they shall:

5.4.1. Monitor LGUs within their jurisdiction and call upon those who shall either fail to implement the directives herein or to overextend the application of its provisions to the detriment of the public good;

5.4.2. Report to the Office of the Secretary any LGU or LGU Official who will violate the directives as stated herein; and

5.4.3. Report LGU Officials who shall take advantage of their positions to either circumvent or procure for themselves, or for any other person, any undue advantage in the implementation of these directives.

Failure of LGUs to comply or to align their actions and programs to the guidelines shall be dealt with accordingly.

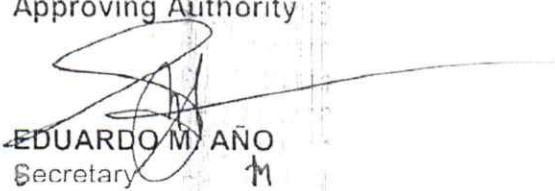
6. References

- 6.1. The 1987 Philippine Constitution
- 6.2. Executive Order 168, Series of 2014
- 6.3. Presidential Proclamation No. 922
- 6.4. Presidential Proclamation No. 929
- 6.5. IATF-EID Resolution No. 10
- 6.6. IATF-EID Resolution No. 11
- 6.7. DILG Memorandum Circular No. 2020-018
- 6.8. DILG Memorandum Circular No. 2020-023
- 6.9. DILG Advisory dated March 10, 2020
- 6.10. DILG Advisory dated March 12, 2020
- 6.11. DILG Advisory dated March 14, 2020
- 6.12. DILG Advisory dated March 18, 2020
- 6.13. DILG Advisory dated March 20, 2020

7. Effectivity.

This Memorandum Circular shall take effect immediately.

8. Approving Authority


EDUARDO M. AÑO
Secretary

