



OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 2020 – 015
Series of 2020

**PROVIDING FOR THE DOCUMENTATION, PREVENTION & MITIGATION,
CONTAINMENT & CONTROL
OF COVID-19 IN THE MUNICIPALITY OF BAUANG, LA UNION**

WHEREAS, President Rodrigo Roa Duterte, through Proclamation No. 922 declared a State of Public Health Emergency Throughout the Philippines; and has ordered all local government units to "render full assistance and cooperation, and mobilizing necessary measures to undertake critical, urgent, and appropriate response and measures in a timely manner to curtail and eliminate the Covid-19 threat";

WHEREAS, Section 16 or the General Welfare Clause of the Local Government Code of 1991 gives local government units the authority to exercise powers necessary for efficient and effective governance and those which are essential to the promotion of the general welfare;

WHEREAS, the municipality of Bauang in coordination with the DOH and the DILG has been implementing precautionary measures and monitoring arrival and movement of persons from foreign countries including the creation of the municipal COVID19 Task Force by virtue of Executive Order No. 2020-004;

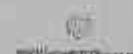
WHEREAS, Republic Act No. 10173 or the Data Privacy Act of 2012 declares that "it is the policy of the State to protect the fundamental human right of privacy, of communication while ensuring free flow of information to promote innovation and growth", thus it is important to ensure the confidentiality of all information collected from private persons in the course of documentation and monitoring activities in relation to the prevention and control of COVID in the locality;

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WHEREAS, Department Circular No. 2020-0080 of the Department of Health provides for the Revised Decision Tool as of February 26, 2020 for the Assessment and Management of Coronavirus Disease 2019 (COVID-19) including a Case Investigation Form;

WHEREAS, the Inter Agency Task Force for the Management of Emerging Infectious Disease through Resolution NO. 11, Series of 2020 dated March 12, 2020 raised the Code Alert System for COVID19 public health event to Code Red Sub level 2;

WHEREAS, after discussion with Dep-Ed, DILG, PNP and other national agencies, municipal offices and sectoral representatives during the Multi-Stakeholders Meeting called by the Mayor today, it was agreed upon to document, monitor and keep track foreign and local tourists, community visitors and returning residents as a precautionary measure against the spread of the coronavirus disease (COVID 19);

NOW, THEREFORE, I MENCHIE C. LOMBOY-DE GUZMAN, Municipal Mayor of the Municipality of Bauang, La Union, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. General Policy. Arrival of foreign and local tourists, returning residents from foreign countries and community visitors shall be documented and closely monitored by concerned authorities through the use of a Health Declaration Card or Health Checklist at point of entry, within the municipality of Bauang, La Union.

"In the absence of list of returning residents from the Bureau of Immigration, all barangay captains to monitor the arrival of barangay residents who recently arrived in the Philippines from a country with a confirmed COVID-19 and provide the Municipal Mayor with a report of such arrivals, and the measures and actions taken" (DILG MC 2020-023 5.2.1.1-1)



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SECTION 2. Health Declaration Card or Health Checklist. The Health Declaration Card (HDC) or Health Checklist (HC) shall be the primary tool in documenting, monitoring and keeping track of persons provided under section 1. It is a simplified and localized version of the 2019 Coronavirus Disease (COVID-19) Case Investigation Form referred to as Annex C under Department Circular No. 2020-0080 of the Department of Health.

The Health Declaration Card (HDC) or Health Checklist (HC) shall contain the following information:

1. Personal Information
2. Travel History outside the Philippines, within the Philippines outside Bauang and within Bauang
3. Medical Background and Exposure
4. Declaration/Authentication

SECTION 3. Point of Entry. Point of entry shall mean any of the following places where a Health Declaration Card (HDC) or health checklist (HC) shall be administered by responsible authorities/persons.

POINT OF ENTRY	RESPONSIBLE AUTHORITIES/PERSONS
HOTELS & ACCOMODATIONS	Hotel management/front desk or health desk
BARANGAYS/COMMUNITIES	Barangay Captain/Brgy. Secretary/BHW or any other barangay official or employee charged with the documentation
TOURIST DESTINATIONS (i.e. Bakawan, Grape Farms, Bell of San Pedro and others)	Caretakers/farm owners/officers-in-charge
OTHER POINT OF ENTRIES that may be identified later	Responsible official/employee





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SECTION 4. Health Declaration Card or Health Checklist Declarants. Shall refer to the following persons subject to monitoring identified under DILG MC No. 2020-023 entitled "Amended Guide to Action Against the 2019 Novel Coronavirus Acute Respiratory Disease" dated February 06, 2020 herein locally contextualized:

FOREIGN TOURIST	Tourist who comes from other countries especially those from NCOV-19 affected countries and usually stay in hotels/accommodation facilities within the municipality
LOCAL TOURIST	Tourist from the Philippines who usually stay in hotels/accommodation facilities within the municipality
RETURNING RESIDENT	returning barangay resident from a country with a confirmed 2019NCOV ARD to include those residents coming from NCR and other provinces with identified NCOV-19 cases (as per national health emergency declaration)
OFW	Same as returning resident but categorically identified for easier identification
COMMUNITY VISITOR	Same as foreign or local tourist but usually stay in residential areas in the barangay or those from NCR or other provinces with identified NCOV-a9 cases who visit friends and family and stay with them



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SECTION 5. Documentation, Monitoring and Reporting Guidelines. The following guidelines shall govern the administration and reporting of the Health Declaration Card or Health Checklist:

- a. All responsible authorities/persons in all points of entry shall administer the health declaration card or health checklist to all identified declarants arriving in their area of responsibilities and submit the same to the Municipal Health Office immediately for evaluation and consolidation.
- b. All identified points of entry shall designate and submit the name of their covid-19 focal persons to the Municipal Health Office. The COVID-19 focal person shall be responsible for coordinating with higher authorities regarding COVID-19 activities and situations in their area of responsibility.
- c. All information gathered thru the Health Declaration Card or Health Checklist shall be handled with utmost prudence and confidentiality as provided under R.A. No. 10173 or the Data Privacy Act of 2012 reiterated under unnumbered memorandum of the DILG-Undersecretary for Peace and Order, and, DOH appeal to "responsible sharing of information" in its press release dated March 7, 2020.

SECTION 6. Duties and Responsibilities for Containment and Control.

MUNICIPAL MAYOR/MUNICIPAL GOVERNMENT (5.2.2.1 of DILG MC 2020-023)

- a. The MHO to monitor the arrival of residents, tourists and visitors who recently arrived from countries or parts of the Philippines with confirmed COVID-19 cases in coordination with the Barangay Officials and the PNP.
- b. Monitor measures undertaken by Punong Barangays and the BHERT in the prevention, containment and control of the COVID-19.
- c. Provide logistical support to Punong Barangays and BHERT in carrying out their respective tasks including the provision of medicines and food for PUI who have submitted themselves for voluntary quarantine in the BUIs.





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- d. MHO to provide health information to BHERT to carry out their tasks and duties
- e. MHO to ensure the safe transfer of PUI to a DOH-designated referral center or quarantine facility/ITRMC.
- f. Direct the PNP to effect compulsory confinement of persons who refuse to undergo home confinement or voluntary quarantine at the BIU and that they are able to complete the 14-day confinement.

PUNONG BARANGAYS/BARANGAY OFFICIALS (5.2.1.1 of DILG MC 2020-023)

- a. Mobilize and supervise the BHERT in the performance of its duties especially in the campaign to contain any COVID-19 within their area of responsibility.
- b. Identify and recommend to the Municipal Mayor an enclosed structure, such as an empty house or building which can be designated as BIU.
- c. In coordination with the MHO and other concerned authorities, strictly implement and monitor the 14-day quarantine of persons arriving from a COVID-19 affected country.
- d. Extend appropriate assistance to those in voluntary quarantine, depending on the latter's capability and actual needs.
- e. In coordination with the MHO and the PNP, assist the safe transfer of a PUI to a DOH designated referral center or quarantine facility/ITRMC.

RESORT/HOTEL OWNERS/MANAGEMENT

- a. Immediately report to the MHO and other concerned authorities any case or information that may come to their attention in their hotel/resort

SECTION 7. Duties and Responsibilities for Prevention and Mitigation.

MUNICIPAL MAYOR/MUNICIPAL GOVERNMENT/MUNICIPAL HEALTH OFFICE (5.2.2.2 of DILG MC 2020-023)

- a. In coordination with DOH, train BHERT members and barangay tanods on the COVID-19 prevention, containment and control, including proper handling and management of persons suspected of COVID-19 infection and conduct of 14-day voluntary quarantine or home confinement procedures.



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- b. Conduct a municipal-wide IEC campaign on COVID-19 prevention, containment and control, including the reproduction and distribution of leaflets containing relevant information about the virus and other relevant information, advisories, updates and information from the DOH, WHO and other authorities.
- c. Conduct a municipal-wide cleanliness and sanitation campaign.
- d. Monitor the prices of medicines and medical devices, and cause the filing of appropriate charges against any person or entity involved in hoarding/overpricing.

FOR PUNONG BARANGAYS (5.2.1 of DILG MC 2020-023)

- a. Monitor the arrival of barangay residents who recently arrived in the Philippines from a country with a confirmed COVID-19 and provide the Municipal Mayor with a report of such arrivals, and the measures and actions taken
- b. Mobilize and supervise the BHERT in the performance of its duties especially in the campaign to contain COVID-19
- c. In coordination with the MHO and DOH, conduct barangay-wide IEC campaign and distribution of leaflets, if any, on COVID-19 prevention, containment and control including voluntary quarantine.
- d. In coordination with municipal health authorities, conduct a barangay-wide cleanliness and sanitation campaign.
- e. Establish a barangay health information center which will receive and record reports or information related to COVID-19 and immediately inform the Municipal Health Officer

OWNERS/MANAGEMENT/INCHARGE OF FOR RESORTS/HOTEL & TOURIST DESTINATIONS

- a. Strictly monitor the arrival of guests especially those coming from outside the municipality/province thru the administration of Health Declaration Card or Health Checklist.
- b. Establishment of a health desk and/or provision of sanitation/disinfectant supplies at points of entry
- c. Ensure precautionary measures and support mechanisms to frontliners
- d. Help in the provision of information and distribution of information materials on COVID-19 and preventive measures to guests.

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SECTION 8. On Quarantine Protocols. All concerned authorities shall follow the quarantine protocols as provided under DOH guidelines and procedures summarized as follows:

1. A barangay quarantine is advised when there at least two (2) positive COVID-19 cases belonging to different households in the same barangay.
2. A municipality-wide quarantine is advised where there at least two (2) positive COVID-19 cases belonging to different barangays within the municipality.
3. Municipal Quarantine Area is located at Payocpoc Sur Lying-In Clinic
4. PUM or Person Under Monitoring are advised to undergo Home quarantine for 14 days upon arrival.
5. Violators of the 14-day quarantine shall be reported to the PNP who shall be apprehended by barangay and municipal authorities together with the PNP.
6. Members of the BHERT to monitor daily the PUM under their jurisdiction.
7. If symptoms are observed, now a PUI or Person Under Investigation, immediately isolate and confine to BUI prior to his/her immediate transfer to ITRMC or a DOH-designated referral center.
8. For the transport of PUI, call the Municipal Health Office.
9. Place the rest of the household under 14-day home confinement, repeat the process for them, including contact-tracing.
10. If no symptoms are observed after the 14-day voluntary quarantine, inform the MHO and recommend the lifting of the quarantine and certify the PUIs free from COVID-19 infection.

Detailed quarantine protocols in coordination with the Municipal Health Office as provided under DOH Department Memorandum No. 2020-0090, "Interim Guidelines on the Management of Persons Under Monitoring (PUMs) suspected with Coronavirus Disease 2019 (COVID-19) for Home Quarantine."



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SECTION 9. QUICK RESPONSE FUND. In the event of community quarantine within the municipality, upon the declaration of a State of Calamity by the Sangguniang Bayan, the Quick Response Fund shall automatically be accessed to support emergency requirements, to be led by the MDRRMO, MHO, MSWDO in cooperation with other operations and administrative support offices.

SECTION 10. Government Skeletal Force. In the event of government work suspension, all departments/offices rendering health services, disaster relief and response, traffic, security and other vital services shall continue to provide services including the Market, Slaughterhouse, CCTV & MENRO-garbage collection.

SECTION 11. All concerned offices are hereby directed to cause the widest dissemination and implementation of this order.

SECTION 12. This order shall take effect immediately.

Bauang, La Union, 13 March, 2020.


MENCHIE C. LOMBOY - DE GUZMAN, M.D.
Municipal Mayor

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"Trabaho ng mga Ganda sa ating Silayor"

