



Republic of the Philippines  
**OFFICE OF THE CITY MAYOR**  
Ormoc City

**EXECUTIVE ORDER NO. 49**  
**Series of 2020**

**REVISED GUIDELINES ON COVID-19 RESPONSE IN LGU ORMOC**  
**AS OF APRIL 30, 2020**

**WHEREAS**, There is an urgent need to limit the movement of individuals and strictly regulate the number of people going inside Ormoc to lessen the exposure to risks associated with the COVID-19;

**WHEREAS**, In accordance with Section 15, Article II of the 1987 Constitution, Proclamation No. 922 and applicable rules, I, RICHARD I. GOMEZ, City Mayor of Ormoc, by virtue of the powers vested in me by law, do hereby DIRECT the following:

1. **BORDER CONTROL**. The entry of all persons coming to Ormoc by land, sea or air travel shall be prohibited, EXCEPT in the following instances AND upon presentation of the required document(s):

PERSONS ALLOWED	REQUIRED DOCUMENTS
Residents of Ormoc (Except those coming from areas with COVID-19 positive cases, who shall be subject to an Executive Order on Resident Recovery)	Government issued ID showing home address in Ormoc; OR Latest Barangay certification showing resident address in Ormoc Without prejudice to imposition of health advisories on quarantine when applicable.
Residents outside Ormoc who render services in Ormoc (Including cane workers, farmers and the like, Except those coming from areas with COVID-19 positive cases)	Government issued ID showing company/ employer address in Ormoc; OR Latest employer certification showing company address in Ormoc Without prejudice to imposition of health advisories on quarantine when applicable.
Self- employed individuals with essential business/ service in Ormoc (Except those coming from areas with COVID-19 positive cases)	Government issued ID showing company address in Ormoc; OR Mayor's/ Business Permit in Ormoc
PNP, AFP, PCG and BFP members (Allowed to and through Ormoc)	PNP/ AFP/ PCG/ BFP ID
IATF members, Government Officials to include employees of private corporations rendering basic and essential services, in performance of official functions (Allowed to and through Ormoc)	IATF ID/ Certification; OR Government Agency ID; OR Government issued ID showing position in public and private corporation; Other documents that will show identity and position
Philippine Red Cross (Allowed to and through Ormoc)	Philippine Red Cross identification In Philippine Red Cross vehicles bearing Red Cross logo

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Separate Opinion
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Amendments/Revisions





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Atty. Josephine A. Mojica-Tomas  
City Legal Officer

BY: DATE:

Core staff of the World Health Organization and Regional Office (Allowed to and through Ormoc)	World Health Organization identification
Medical professionals, hospital administrative staff, aides, health workers from public and private facilities as well as their transportation and service provider (Allowed to and through Ormoc)	Identification card
Persons seeking/ needing medical care are allowed subject to the following conditions:  Patients scheduled for chemotherapy by their Oncologist at the Ormoc Cancer Institute  Patients on hemodialysis with dialysis centers and/or attending nephrologists in Ormoc  Emergency cardiac patients and patients who need emergency surgical and obstetrical procedures (e.g. acute appendicitis, trauma, emergency Cesaerian Section, complicated delivery (at the birthing centers) with non-resolving hemorrhage, etc.)  Blood donors for any of the foregoing patients, subject to additional measures that will be implemented by the Ormoc City Health Office  Not more than two (2) companions for the foregoing patients.	Referral; or Certification from Hospital/ Doctor in Ormoc  Referral; or Certification from Hospital/ Doctor in Ormoc  Referral; or Certification from their respective attending physicians, municipal or city health officers and/or attending midwife/nurse; AND cleared for entry by the City Health Officer.  Referral; or Certification from Hospital/ Doctor in Ormoc
Mayors, Vice Mayors, Treasurers of Municipalities/ Cities outside Ormoc and accompanying persons (who belong to the same LGU) in ONE (1) government vehicle	ID showing position as LGU employee
Passengers/ vehicle of ships/ vessels/ airplanes departing from Ormoc on the same day of departure, not earlier than TWO (2) hours from time of departure	Tickets; or Bill of Lading; or Other document showing departire of ship or plane from Ormoc

ORMOC CITY







Republic of the Philippines  
**OFFICE OF THE CITY MAYOR**  
Ormoc City

Drivers and helpers (not more than 2) delivering/ bringing supplies and goods to or through Ormoc, point to point	Delivery receipt; Proof of purchase Bill of Lading; or Other document showing proof of delivery to/ pick up from any area near Ormoc	REVIEWED ORMOC CITY LEGAL OFFICE Approved Separate Opinion Drafted by CLO Not contrary to laws, public policy, moral. Amendments/Revisions Atty. Josephine A. Mejia Romero BY: City Legal Office DATE:
Vehicles delivering goods/ supplies to another area outside Ormoc and transiting through the city must obtain a Road Pass upon entry to Ormoc, and surrender the same Road Pass upon reentry to the city, provided that these transiting vehicles shall go through the containment route as provided in Executive Order No. 40 dated April 7, 2020 AND Ordinance No. 23.		
The crew members of ships and airplanes coming in shall be subject to STRICT QUARANTINE PROCEDURES.		
Drivers of the foregoing	ID showing homes address.	
Priests, Imam and religious ministers to attend to necrological services; and The immediate members of the family of deceased persons	Proof of death and filiation	
Drivers of the foregoing	ID showing homes address.	

In consideration of the nature of certain good and services, there shall be a Priority Lane in every border that shall accommodate the following:

- Government officials on board government vehicles, and their companion(s) on board the same vehicle;
- Public and private Utility companies;
- Vehicles carrying perishable goods and supplies, and livestock, and tankers and lorries carrying fuel;
- Medical professionals, hospital administrative staff, aides from public and private facilities as well as their transportation and service providers;
- World Health Organization and Philippine Red Cross employees on board government vehicles.
- a. PNP, AFP, PCG and BFP members who are uniform, on official travel to or through Ormoc.

All persons allowed entry to Ormoc whether in the regular or priority lane are MANDATED to accomplish health forms and undergo thermal scanning.

Individuals/ companies/ business entities who supply/ deliver goods/ cargoes to or perform services in cities/ municipalities outside Ormoc MUST provide quarantine facilities for its drivers and employees that come from COVID- 19 positive areas:

- To ensure that these drivers/ employees are quarantined and do not come into physical contact with any person who has not travelled outside of Ormoc. When so quarantined





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Ormoc City

- these drivers/ employees may be allowed to go in and out of Ormoc in the performance of their usual functions;
- To impose quarantine protocols before these drivers/ employees are allowed to come into physical contact with other persons in Ormoc;
  - Proof of quarantine facilities shall be required at the border upon return of such drivers/ employees in Ormoc City (i.e., certification from the employer/ company of the availability of the facilities).

Individuals/ companies/ business entities who/ that receive supplies/ goods/ cargoes/ services from cities/ municipalities outside Ormoc MUST either:

- Provide quarantine facilities in Ormoc for the drivers and employees of the delivery personnel and implement measures to ensure that the latter do not come into physical contact with any other person while in the city; OR
- Make arrangements to pick up the goods/ supplies from the border so that personnel making the delivery will not be entering Ormoc.

Personnel manning the border control points shall enforce the provisions of this issuance to the end that the movement of supplies are unimpeded and unhampered.

**2. BUSINESS OPERATIONS.**

The following businesses/ industries shall be allowed to operate:

**AT FULL OR 100% WORKFORCE:**

- Agriculture and fisheries and the entire value chain including manufacturing of feeds, fertilizers, and pesticides
- Forestry
- Food manufacturing and supply chain (including ink, packaging, raw materials, etc)
- Manufacturing and distribution of essentials products, medicines and equipment
- Food retail (supermarkets, restaurants for TAKE OUT AND DELIVERY ONLY)
- Health Care
- Logistics cargo (handling, warehousing, trucking, freight forwarding, and shipping line)
- Water
- Energy
- Internet
- Telecommunications
- Construction
- Hardwares and construction suppliers
- Auto supply stores
- Embalming services and cemeteries, and related suppliers, except funeral parlor, provided with shuttles provided

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ORMOC CITY







Republic of the Philippines  
**OFFICE OF THE CITY MAYOR**  
Ormoc City

**AT 50-100% WORKFORCE**

- a. Other manufacturing like electronics and exports
- b. Media
- c. E-commerce and delivery for essential and non essentials items
- d. Repair and Maintenance
- e. Housing and office services
- f. Hotels
- g. Barbership and salons

**AT SKELETON WORKFORCE:**

- a. Financial services (for lending institutions with principal place of business in Ormoc)
- b. BPOs
- c. Other non- leisure wholesale and retail trade (except those selling clothing and personal accessories)
- d. Other non- leisure services

The following stores in malls or commercial centers can open, subject to the observance of the workforce as indicate above:

- hardware stores
- grocery
- pharmacy

Stores allowed to open as first stated above, and located in malls/ commercial centers may have the option to open and operate.

All other industries, to include activities, particularly those that are essentially for pleasure, leisure and entertainment, such as:

- sports-related mass gatherings like trainings, games, tournaments (for contact sports)
- theaters, cinemas
- libraries, museums, archives, and other cultural activities
- religious gatherings
- travel agency, tour operator, reservation service, and related activities
- trade shows, conferences, conventions, workshops, retreats
- election rallies, polling centers, parades, speeches
- wakes
- others similar to the foregoing

shall suspend operations/ must be postponed/ cancelled, for the duration of this order.

All establishments that are allowed to open shall strictly implement and observe the following measures:

- a. Allow entry only of persons who have undergone thermal scanner and have body temperature of not higher than 37.5C;

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Republic of the Philippines  
**OFFICE OF THE CITY MAYOR**  
Ormoc City

- b. Observe strict social distancing measures of at least one (1) meter between and among employees and customers/ consumers, such as but not limited to placement of markers to indicate the seated and/ or standing positions of all persons inside the work area, installation of acetate/ plastic in the premises;
- c. Mandatory of use face masks and alcohol/ handwashing facility use by all persons inside the premises at all times;
- d. Provision of needed protective equipment and materials for employees such as but not limited to alcohol, gloves, disinfectants, PPEs;
- e. Regulate the number of persons inside the work area to ensure that strict social distancing measures are observed, and to provide acceptable waiting area(s) outside the premises;
- f. Submit their health management plan within five (5) days from resumption of operations to the Ormoc City Business
- g. Such other measures as may be necessary for the containment of the spread of the COVID- 19 virus, including minimum public health standards as may be required by competent authority(ies).

The violation of this provision shall be a ground for the cancellation of the Mayor's Permit issued by the City, without prejudice to penalties as may be imposed under existing City Ordinances or applicable laws.

3. <b>QUARANTINE PASS.</b> To ensure that the movement of people is limited to accessing basic necessities and work, persons may be asked to present Quarantine Passes (QPs) when going outside their houses/ going inside Ormoc beginning May 4, 2020. One (1) QP shall be issued to each family. The QP may be used by 2 members of the family and/ or a members of their household (including helpers/ domestic help). When used by a member of the household, one family member must be an accompanying companion. The family name must be stated in the QP.
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The City shall provide the Barangays with the Quarantine Passes (QP), which must be issued free of charge. The Punong Barangays (PBs) concerned shall be responsible in identifying and issuing the QPs to their constituents. The Liga ng mga Barangays shall issue guidelines for this enforcement. All QPs shall be numbered and duly recorded by Punong Barangays, stating the:

- a. Complete name, age and address of the household head;
- b. Complete names, ages and employment/ condition of the members of the household, including domestic help and the like;
- c. Complete name, residence and work address, company/ office name and position of the employee/ businessman in case of a Workers/ Business QP.

The summary of issued passes shall be submitted to the City Mayor's Office not later than SEVEN (7) days from the date of receipt of these QPs.

In the following instances, QP shall not be asked of:

- a. Persons in need of/ seeking medical care and their companion(s);

ORMOC CITY







Republic of the Philippines  
**OFFICE OF THE CITY MAYOR**  
Ormoc City

- b. Local and national government employees/ public and private corporations providing basic series, in the exercise of their official functions;
- c. Persons delivering supplies, goods and services;
- d. Persons who are allowed transit to or through Ormoc, as per Section 1 hereof, provided they are inside their vehicles;
- e. Workers/ employees of establishments allowed to operate, provided they are able to show their company/ work ID/ employer certification;
- f. Businessmen/ professionals provided able to show Mayor's Permit of any document showing their position and interests.

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- 4. **INDIVIDUALS BELOW 21 AND ABOVE 60, THOSE WITH IMMUNODIFIENCY, COMORBIDITIES, OR OTHER HEALTH RISKS, AND PREGNANT WOMEN, INCLUDING ANY PERSON WHO RESIDES WITH ANY OF THE AFOREMENTIONED,** shall not be allowed to leave the confines of their house except to go out for the purpose of seeking or getting medical attention or care, to access/ obtain essentials good or services/ for work in permitted industries/ offices, unless otherwise declared by competent authority(ies) in official issuances.
- 5. **PHYSICAL CLASSES** in all levels in Ormoc, including vocational and training schools are **SUSPENDED**, unless otherwise declared by the Department of Education/ Commission on Higher Education or by competent authority(ies), and under conditions laid down by the latter, provided minimum health standards are observed and provided further that their activities do not allow individuals mentioned in paragraph 4 to go out of the confines of their houses.
- 6. **DEATHS** occurring in Ormoc City from the effectivity of this Order and until testing kits are secured in the City shall be presumed to be related to the COVID- 19, as such must be buried within 24 hours from death and the procedure provided in Executive Order No. 46 dated April 21, 2020 shall be applied.

When a person dies and is classified as a suspect/ probable or confirmed case in accordance with the provisions of DILG and DOH Joint Memorandum Circular No. 1, Series of 2020, dated April 16, 2020, the provisions of such issuance must be observed and the remains must be buried within 12 hours from death. All hospitals/ health care providers/ physicians are directed to classify, identify, document and correctly label the remains of deceased persons, in accordance with the provisions of the Joint Memorandum Circular.

In any case, only the following are allowed in the interment rites:

- h. Adult and immediate members of the family, and the spouse, of the deceased, in no case more than fifteen (15). For purposes of the Order, immediate members of the family are those who are related by one degree by consanguinity to the deceased;





Republic of the Philippines  
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Ormoc City

ii. Officiating priests/ imam/ minister to perform the blessing;

iii. Personnel whose presence is necessary for the burial.

All other forms of funeral rites are prohibited.

The composition of the Management of the Dead and Missing Persons (MDM) Team, which shall manage the proper disposition of human remains and shall be charged with this observance of DILG Memorandum 2020- 063, is retained, thus:

The City Local Government Operations Officer  
The Local Civil Registrar  
The City Health Officer  
The City Social Welfare and Development Officer  
The General Services Officer  
The City Director  
The Fire Marshall  
The City Engineer  
The City Disaster Risk Reduction and Management Officer  
The Liga ng mga Barangays President

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7. The Lake Danao Park and The Ormoc Museum are temporarily closed.

8. **WORKFORCE AND WORK FROM HOME** arrangements in the LGU Ormoc are hereby adopted, as follows:

- a. On full operational capacity, and shall be maintained by LGU offices during the regular workweek (Mondays to Fridays), and during regular working hours (8AM to 5PM).  
Departments/ offices shall adopt their own schedules and assignments to ensure that they are able to continuously perform their functions, provided that all employees must report to their station no less than three (3) times in a workweek.  
All personnel not reporting as workforce shall work in their respective homes during the regular workweek and during working hours.
- b. Personnel, while not on duty as part of the workforce, shall accomplish tasks as may be given by the Department/ Office Head.
- c. For tasks requiring urgent attention and accomplishment, concerned personnel may be required to report to office.
- d. Department and Office Heads are directed to implement measures that will ensure compliance with the directives. They shall submit on a weekly basis, reports signed by their personnel as to their accomplishments.
- e. In preparing the schedule, the Department Office Head must ensure that LGU operations are not hampered or delayed. At least one (1) LGU employee with reasonable discretion and knowledge on all transactions related to the functions of the Department/ Office must be present and in attendance for the entire workweek.
- f. Department and Office Heads shall be asked to report to office whenever their personal appearance is needed.







Republic of the Philippines  
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Ormoc City

- g. The biometric system shall be suspended for the duration of this Order. During this period, the working hours of all LGU employees shall be contained in individual daily time records, signed by the employee concerned and the Department/ Office Head.
9. The sale/ distribution/ service and drinking in public places of liquors, alcoholic beverages, coconut wine, and other nature wines and the like that cause intoxication, are prohibited.
10. Public utility vehicles licensed to operate in Ormoc shall remain functional within the city provided that STRICT SOCIAL DISTANCING MEASURES are observed. All tricycles must install plastic/ acetate in their vehicles so that passengers are separated from each and do not come in physical contact with one another. The violation of this provision shall be a ground for the cancellation of the permit to operate issued by the City.
11. Gatherings, of whatever nature and for whatever purpose are prohibited, except for essential work gatherings, PROVIDED that social distancing of not less than two (2) meters, mandatory of face mask/ facial protective equipment must be observed for the entirety of the event.
12. The City Joint Task Force (CJTF) COVID-19 composed of the PNP, AFP, PCG and BFP in which the PNP has the lead role shall be responsible for the enforcement of this Order in the whole of Ormoc.
13. The foregoing shall be in effect from six in the evening of May 1, 2020 and until twelve midnight (12MN) of May 30, 2020, subject to continuing evaluation and assessment.

DONE THIS, 30<sup>th</sup> April 2020, in Ormoc City.

**RICHARD I. GOMEZ, DPA**  
City Mayor

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