



Republic of the Philippines
Province of Eastern Samar
Municipality of Quinapondan

OFFICE OF THE LOCAL CHIEF EXECUTIVE

EXECUTIVE ORDER NO. RSA-007
Series of 2021

**AN ORDER CREATING THE LOCAL GOVERNMENT UNIT INSPECTION AND
CERTIFICATION TEAM**

WHEREAS, Section 15, Article II of the 1987 Constitution mandates that the State shall protect and promote the right to health of the people and instill health consciousness among them.

WHEREAS, the presence of new variants of SARS-CoV-2 which originated from United Kingdom and South Africa (501.V2) has been confirmed in the Philippines and are believed to be one of the major factors affecting the surge of COVID-19 cases in the country.

WHEREAS, in order to contain the spread of COVID-19 cases and prevent future surges, there is a need to enforce strict and continued compliance with the Minimum Public Health Standards (MPHS) particularly in business establishments and major public places.

WHEREAS, the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF) adopted StaySafe.ph as the official digital contact tracing application of the government and the institution of a **Safety Seal Certification Program (SSCP)** to ensure compliance with MPHS and directed the Department of Trade and Industry (DTI), the Department of Health (DOH), the Department of Labor and Employment (DOLE), the Department of Interior and Local Government (DILG), the Department of Tourism (DOT), and the Department of Transportation (DOTr) to issue the necessary joint memorandum circular to detail the requirements to secure a Safety Seal which shall include the adoption of the StaySafe.ph application and generation of its QR Code to be displayed in all entrances of the establishments.

WHEREAS, the main purposes of the Safety Seal Certification are: 1) to ensure the consumers and the public in general of the establishments' compliance with the Minimum Public Health Standards (MPHS) set by the government; 2) encourage the adoption of the StaySafe.ph for digital contact tracing application to strengthen the contact tracing initiative of the government and effectively contain the spread of COVID-19; and 3) safely reopen the economy.

WHEREAS, the Department of Interior and Local Government (DILG) issued Memorandum Circular No. 2021-053 dated May 12, 2021, mandating all LGUs to create Inspection and Certification Teams.

NOW, THEREFORE, I, ATTY. RAFAEL S. ASEBIAS, by virtue of the powers vested in me by law, do ordain the following:

Section 1. Creation of Inspection and Certification Team. Pursuant to DILG Memorandum Circular No. 2021-053, an Inspection and Certification Team is hereby created composed of the following:

Chair : **Maria Valdemoro – BPLO Designate**

Co-Chair : **Dr. Jener S. Camposano – MHO**

Members:

Engr. John Felix Bienes - MENRO

Mr. Elizalde C. Abejero – MDRRMO

P/Lt. Michael Dave B. Relano – OIC COP

FO2 Arsenio Lacaba – OIC MFMO

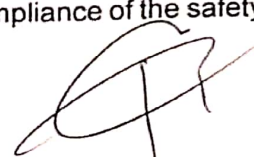
Mr. Jared Pompee M. Jamarolin – Administrative Officer

Section 2. Functions of LGU Inspection and Certification Team. The LGU Inspection and Certification Team shall have the following functions, among others:

- 1) Inspect private and public establishments, like malls, retail stores, wet market, restaurants, carinderia, hotels, resorts, and all government facilities and buildings within the municipality to determine the following, as applicable:

- 1.1) Valid Business Permit/Mayor's Permit;
- 1.2) Use of StaySafe.ph application or any contact tracing tool;
- 1.3) Availability of temperature or thermal scanner to assess employees, clients, and visitors;
- 1.4) Availability of health declaration sheet for employees and clients;
- 1.5) QR Code for StaySafe.ph and any other contact tracing tool conspicuously placed for registration of employees and clients;
- 1.6) Availability of isolation area for identified symptomatic employees;
- 1.7) BHERTS and other COVID-19 Emergency Hotlines are displayed in conspicuous area;
- 1.8) Availability of handwashing stations with soap, sanitizers, and hand drying equipment or supplies for employees and clients/visitors in strategic locations in the establishment;
- 1.9) Installed physical barriers in enclosed areas to maintain physical distancing, like blocking off chairs, markers, stickers on the floor for spacing;
- 1.10) Availability of personnel-in-charge for monitoring and maintaining physical distancing, and ensuring the compliance of clients, visitors, employees to health protocols in areas and establishments where people gather;
- 1.11) Availability of windows for adequate air exchange in enclosed (indoor) areas as cited in DOLE Department Order No. 224-21, or the Guidelines on Ventilation for Workplaces and Public Transport to Prevent and Control the Spread of COVID-19;
- 1.12) Compliance to the disinfection protocol in accordance with DOH Department Memorandum No. 2020-157 and 0157-A, or the Guidelines on Cleaning and Disinfection in Various Settings as an Infection Prevention and Control Measure Against COVID-19;
- 1.13) Conducts regular (at least twice a week) cleaning and disinfection in the establishment in compliance to the Cleaning and Disinfection of Environmental Surfaces in the Context of COVID-19 by the World Health Organization;
- 1.14) Personnel, employees, clients and visitors always wear facemasks and face shield especially in enclosed areas;
- 1.15) Presence of designated Safety Officer with the following functions: a) coordinate with the appropriate bodies or support and referral to community-based isolation facilities for confirmed cases with mild symptoms, and to health facilities for severe and critical care; b) undertake contact tracing or coordinate the conduct thereof; c) monitor status of employees quarantined or isolated; and d) implement return to work policies; and
- 1.16) Availability of storage facility for proper collection, treatment, and disposal of used facemasks and other infectious wastes.

Conduct regular monitoring of the establishments to ensure compliance of the safety measures mentioned above.



Section 3. Safety Seal. The Inspection Team may immediately award and post the Safety Seal at the entrance points of the establishment upon completion of all necessary requirements. The Safety Seal may be issued in printed or digital form. If the Seal is issued in digital form, the soft copy of the Safety Seal shall be sent to the owner/administrator of the establishment and print it and display it at the entrance points of the building.

The Safety Seal affirms that an establishment has been found compliant with the minimum public health standards set by the government, including the adoption or integration with the StaySafe.ph in contact tracing application.

Section 4. Duration of Safety Seal. The Safety Seal shall be valid for six (6) months from the date of issuance, except for those issued to tourism enterprises which shall be valid for one (1) year.

Section 5. Renewal of Safety Seal. The Safety Seal may be renewed not earlier than one (1) month before its expiration. And in order to renew, 1) the establishment shall contact the LGU to schedule the inspection, 2) the Inspection Team shall inspect the establishment to verify continued compliance with the eligibility requirements, 3) if the establishment is found to be compliant, the LGU shall issue a new Safety Seal, and 4) if the establishment is found to have deficiencies, the owner/representative shall be advised to correct the deficiencies and apply for reassessment.

The issuance and the renewal of the Safety Seal shall be at no cost to the establishment.

Section 6. Revocation of Safety Seal. The Safety Seal issued may be revoked motu proprio by the LGU or through a valid complaint. The complaint must state the following: 1) name and location of the establishment, 2) particular public health standard violated, or a substantial description thereof, 3) name and contact number of the complainant/s, and 4) supporting proof, like photos.

Upon receipt of the valid complaint, the LGU/Inspection Team shall conduct a surprise inspection on the establishment complained of. The LGU/Inspection Team may conduct a surprise inspection motu proprio when a clustering of COVID-19 cases has been reported in an establishment, or willful violation of any of the minimum public health standards.

Should the business establishment granted with the Safety Seal be found to be non-compliant with any of the minimum public health standards, a notice to explain shall be issued by the LGU/Inspection Team, and within forty eight (48) hours from the receipt of the notice, the owner/representative of the establishment shall submit a written explanation to the LGU/Inspection Team. Alternatively, the business establishment may opt to comply the deficiency within the same period and submit proof thereof. Should the explanation be found lacking or should the business establishment fail to comply, the Safety Seal shall be revoked.

Section 7. Suspension of Operations. If violation of minimum public health standards is found in any establishment, the LGU shall have the right under existing laws to order the suspension of operations of the establishment to protect public health until corrective measures are implemented.

In case the violation pertains to any of the minimum public health standards, the business establishment shall be given another forty-eight (48) hours from the time the Safety Seal is revoked to implement corrective actions. If after this period the establishment still fails to correct the deficiency, suspension of operations may be ordered by the LGU until corrective actions are undertaken. Hence, revocation of Safety Seal shall not automatically result in the suspension of the operations of the establishment.

Section 8. Reinstatement of the Safety Seal. Establishment with revoked Safety Seal may have the same reinstated in accordance with the following: 1) submission to the LGU of a request for reinstatement complete with proof of full compliance with the minimum public health standards and the installation of the StaySafe digital contact tracing application, and 2) conduct inspection to verify compliance. Reinstated Safety Seal shall be valid for six (6) months, or one (1) year in the case of tourism enterprise, from the date of reinstatement.

Section 9. Procedures in Obtaining Safety Seal. The following are the procedures in obtaining the Safety Seal:

A. By Application

- 1) The owner of the business establishment shall perform a self-assessment if it has the necessary requirements mentioned in Section 2 hereof.
- 2) If the self-assessment is favorable, the owner of the establishment shall then inform the LGU to schedule an inspection.
- 3) After the inspection, the Inspection and Certification Team shall inform the owner/representative of the result of the inspection. If the business establishment is compliant, the owner/representative shall be informed on how the Safety Seal sticker will be provided. If the business establishment is found lacking in any of the eligibility criteria, the owner/representative shall be advised to correct the deficiencies and apply for reassessment.

B. By Visit (Regular Monitoring)

- 1) The Inspection Team shall conduct visitation of establishments to check whether they are eligible for Safety Seal Certification.
- 2) If the business establishment is compliant, the owner/representative shall be informed on how the Safety Seal sticker will be provided.
- 3) If the business establishment is found lacking in any of the eligibility criteria, the owner/representative shall be advised to correct the deficiencies and apply for reassessment.

Section 10. Effectivity. This Order shall take effect immediately.

Done this 17th day of June 2021 at Municipal Hall, Quinapondan, Eastern Samar.


ATTY. RAFAEL S. ASEBIAS
Municipal Mayor