



*J. Guerrero*

23 March 2020

**CUSTOMS MEMORANDUM CIRCULAR**  
NO. 88-2020

To: The Assistant Commissioner  
All Deputy Commissioners  
All Directors and Division Chiefs  
All District/Port Collectors  
And Others Concerned

**Subject: Guidelines in the Management of the COVID-19 Situation**

Attached are the following issuances/guidelines in the Management of COVID-19 situation:

| Issuing Office & Date   | Title  |
|---|--|
| Executive Secretary, Office of the President<br>16 March 2020                       | Community Quarantine Over the Entire Luzon and Further Guidelines for the Management of the Coronavirus Disease 2019 (COVID-19) Situation  |
| Inter-Agency Task Force for the Mgt of Emerging Infectious Disease<br>17 March 2020 | Resolution No. 13, Recommendations for the Management of the Coronavirus Disease 2019 (COVID-19) Situation   |
| POEA<br>18 March 2020   | Guidelines on POEA Transactions and OFW Arrivals and Departures During the Enhanced Community and National State of Calamity Brought About by Corona Virus Disease 2019 (COVID-19) |

For your information and guidance.

For record purposes, please confirm the dissemination of this circular throughout your offices within fifteen (15) days from receipt hereof.

**REY LEONARDO B. GUERRERO**

Commissioner

MAR 25 2020



BOC-09-12208

MASTER COPY

Internal Admin. Group  
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Date: 03/17/2020  
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Office of the President  
of the Philippines  
Malacañang



MEMORANDUM FROM THE EXECUTIVE SECRETARY

TO : HEADS OF DEPARTMENTS, AGENCIES, OFFICES AND INSTRUMENTALITIES OF THE GOVERNMENT, GOVERNMENT-OWNED OR -CONTROLLED CORPORATIONS (GOCCs), GOVERNMENT FINANCIAL INSTITUTIONS (GFIs), STATE UNIVERSITIES AND COLLEGES (SUCs) AND LOCAL GOVERNMENT UNITS (LGUs)

SUBJECT : COMMUNITY QUARANTINE OVER THE ENTIRE LUZON AND FURTHER GUIDELINES FOR THE MANAGEMENT OF THE CORONAVIRUS DISEASE 2019 (COVID-19) SITUATION

DATE : 16 MAR 2020

Pursuant to Proclamation Nos. 929 and 922 (s. 2020) and Republic Act No. 11332, following the sharp increase in the number of confirmed COVID-19 cases throughout the country, all heads of departments, agencies, offices and instrumentalities of the government, including the Philippine National Police (PNP), Armed Forces of the Philippines (AFP) and the Philippine Coast Guard (PCG), GOCCs, GFIs, SUCs and LGUs are hereby directed to adopt, coordinate and implement these guidelines on the imposition of an Enhanced Community Quarantine and the Stringent Social Distancing Measures over the entire Luzon, including the National Capital Region (NCR), effective 00:00 (12 a.m.) of 17 March 2020 and expiring on 00:00 (12 a.m.) of 13 April 2020:

1. Classes and all school activities in all levels shall be suspended until 14 April 2020 and shall resume on 15 April 2020. The same directives to the Department of Education, Commission on Higher Education, Technical Education and Skills Development Authority and such other regulatory agencies, LGUs and the Department of the Interior and Local Government (DILG) with respect to the class suspension in NCR are reiterated for the entire Luzon;
2. Mass gatherings shall be prohibited;
3. A strict home quarantine shall be observed in all households; movement shall be limited to accessing basic necessities; provision for food and essential health services shall be regulated; and there will be heightened presence of uniformed personnel to enforce quarantine procedures;
4. A work from home arrangement shall be implemented in the Executive branch, except the PNP, AFP, PCG, and health and emergency frontline services, border control and other critical services, which shall ensure a skeletal work force;

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5. Only those private establishments providing basic necessities and such activities related to food and medicine production, i.e., public markets, supermarkets, groceries, convenience stores, hospitals, medical clinics, pharmacies and drug stores, food preparation and delivery services, water-refilling stations, manufacturing and processing plants of basic food products and medicines, banks, money transfer services, power, energy, water and telecommunications supplies and facilities, shall be open;

In all such open establishments, their respective managements shall ensure the adoption of a strict skeletal workforce to support operations, as well as all strict social distancing measures;

Business Process Outsourcing establishments and export-oriented industries shall remain operational, subject to the condition that strict social distancing measures are observed, their respective personnel are provided appropriate temporary accommodation arrangements by 18 March 2020, and that a skeletal work force shall be implemented;

Media personnel shall be allowed to travel within the quarantine area, provided that, within seventy-two (72) hours from the effectivity of the Enhanced Community Quarantine, media personnel intending to travel within the quarantine area shall secure an identification card from the Presidential Communications Operations Office;

For purposes of the foregoing, transit to and from the above establishments anywhere within the area covered by the Enhanced Community Quarantine shall be allowed. Security personnel of the establishments within the quarantine area are likewise allowed to travel therein;

6. Mass public transport facilities shall be suspended;
7. Land, air and sea travel shall be restricted;

Outbound passengers intending to depart the Philippines from any of the international airports in Luzon shall be allowed to travel for a period of seventy-two (72) hours from effectivity of the Enhanced Community Quarantine.

Inbound international passengers, in transit upon effectivity of the Enhanced Community Quarantine, shall be allowed entry, subject to applicable quarantine procedures if coming from countries with existing travel restrictions imposed by the Inter-Agency Task Force on Emerging Infectious Diseases (IATF).

All inbound Filipino citizens including their foreign spouse and children, if any, holders of Permanent Resident Visa, and holders of 9(e) Diplomat Visas issued by the Philippine Government shall be allowed entry, subject to applicable quarantine procedures if coming from countries with existing travel restrictions imposed by the IATF.

The movement of cargoes within, to and from the entire Luzon shall be unhampered. For this purpose, guidelines for the accompanying crew or

personnel of transiting cargoes shall be formulated by the Department of Transportation; and

Land, air and sea travel of uniformed personnel for official business, especially those transporting medical supplies, laboratory specimens related to the COVID-19, and other humanitarian assistance, shall be allowed.

The Department of Social Welfare and Development (DSWD) and Department of Labor and Employment, in coordination with the Department of Finance, Department of Budget and Management, and Department of Trade and Industry shall formulate programs, projects and measures for the social amelioration of affected workers and residents of the area subject of the Enhanced Community Quarantine. These measures may include, but shall not be limited to, moratorium on lease rentals, advancing a pro-rated thirteenth (13<sup>th</sup>) month pay, reprieve in utility bills, and assistance to micro, small and medium-scale enterprises.

The DSWD is further directed to institute measures to expedite the distribution of food assistance to the most affected residents of the entire Luzon.

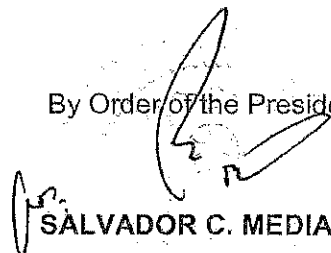
Failure to abide by the foregoing guidelines and measures shall be subjected to appropriate action, both criminal and administrative, in accordance with relevant laws and regulations. For this purpose, the Department of Justice is directed to initiate appropriate charges, as may be warranted.

The IATF, together with the Executive Secretary, Cabinet Secretary, Secretaries of National Defense, Environment and Natural Resources, Trade and Industry, Social Welfare and Development, Finance, Education, and Agriculture, Chief of Staff of the AFP, heads of the Philippine Army, Philippine Navy, Philippine Air Force, PCG and the PNP, and such other agencies or entities as the IATF may invite, shall continue to convene daily to study and continuously review the measures and guidelines in addressing the COVID-19 situation, until such time that the health event subsides.

The IATF, through the DOH, is directed to disseminate information to the public on the steps and measures to be undertaken relative to the COVID-19 situation, during the period of Enhanced Community Quarantine for the entire Luzon.

For immediate compliance.

By Order of the President:

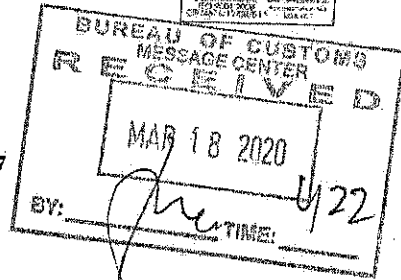
  
SALVADOR C. MEDIALDEA

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Philippine  
Overseas  
Employment  
Administration

Republic of the Philippines  
Department of Labor and Employment  
BFG-Building, Ortigas Avenue cor. EDSA, Mandaluyong City 1601  
Website: www.poea.gov.ph E-mail: info@poea.gov.ph  
Hotlines: 722-1144, 722-1155, 722-1166, 722-1177



**MEMORANDUM CIRCULAR No. 07  
Series of 2020**

**TO :** ALL CONCERNED  
**SUBJECT :** Guidelines on POEA Transactions and OFW Arrivals and Departures during the Enhanced Community Quarantine and National State of Calamity brought about by Corona Virus Disease 2019 (COVID-19)



BOC-09-12241

Pursuant to Proclamation Nos. 929 and 922 (Series 2020) and Republic Act No. 11332 following the sharp increase in the number of confirmed COVID-19 cases, the entire country is declared under a state of calamity for a period of six (6) months, and an enhanced community quarantine is imposed over Luzon until 12 April 2020 unless earlier lifted or extended as circumstances may warrant.

Pursuant further to the Memorandum of the Executive Secretary dated 16 March 2020, the following guidelines to ensure compliance with strict social distancing measures are hereby provided:

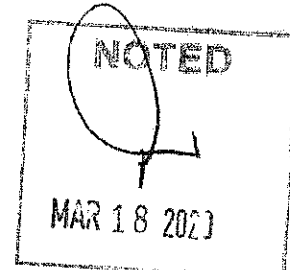
**I. Skeletal Workforce**

Assigned skeletal workforce in POEA offices covered by the enhanced community quarantine shall be enabled to report to work in order to ensure the continuity of services, subject to clearances in crossing community checkpoints and availability of public transport. Such personnel shall maximize the use of telephone and online means in the provision of their services to the clients.

**II. Pre-Employment Services**

**1. Accreditation and Contract Processing.**

- a. New applications for principal accreditation with the Landbased Center and the Seabased Contract Processing and Accreditation Branch (Seabased Center) are hereby suspended until further notice.



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shall be automatically given an extension of thirty (30) days from the lifting of the total lockdown and enhanced community quarantine orders to file their applications.

10. *Applications for Renewal, Upgrading and Extension of License and Renewal of Branch Authority* already received but pending evaluation, review and approval will be acted upon on the next working day following the lifting of the total lockdown and enhanced community quarantine orders.

**VI. Legal Assistance, Conciliation and Mediation, and Adjudication Services**

11. The provision of legal assistance, conciliation and mediation, as well as adjudication services which are inherently person-to-person transactions are temporarily suspended until further notice, subject to the issuance of appropriate guidelines and/or deployment of feasible means to hear cases through teleconferencing and other remote means.

**VII. OFW Monitoring by the POEA and Deploying Agencies**

12. Pursuant to pertinent rules and regulations on the reporting of significant events/ status of workers deployed by agencies including, among others, *POEA Memorandum Circular No. 09 Series of 2019*, all recruitment and manning agencies are directed to regularly monitor and report to the Administration the status of their deployed workers through the online OFW Welfare Monitoring System (OWMS). Further coordination can be made through telephone and electronic means with the POEA Workers Education and Welfare Monitoring Division (WEWMD).

This Circular amends previous POEA issuances contrary hereto.

This Circular shall be subject to amendments upon the issuance of further directives.

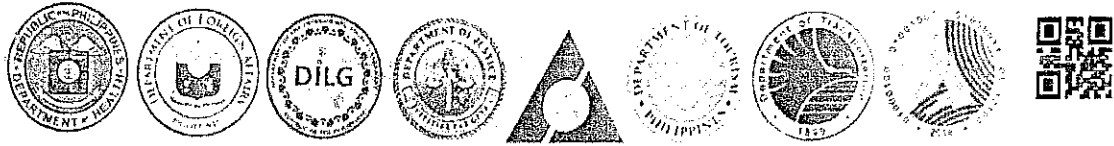
This Circular shall take effect immediately.

For strict compliance.

  
**BERNARD P. OLALIA**  
Administrator

18 March 2020

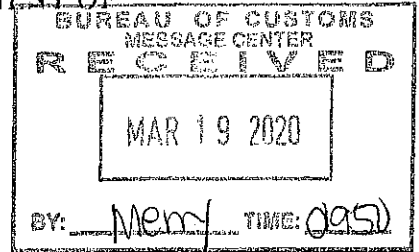
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REPUBLIC OF THE PHILIPPINES  
INTER-AGENCY TASK FORCE FOR THE MANAGEMENT OF  
EMERGING INFECTIOUS DISEASE

RESOLUTION NO. 13  
Series of 2020  
March 17, 2020



RECOMMENDATIONS FOR THE MANAGEMENT  
OF THE CORONAVIRUS DISEASE 2019 (COVID-19) SITUATION

WHEREAS, on March 8, 2020, President Rodrigo Roa Duterte issued Proclamation No. 922, declaring a State of Public Health Emergency throughout the entire Philippines, and prompting a whole-of-government approach in addressing the COVID-19 pandemic;

WHEREAS, on March 12, 2020, the President, upon recommendation by the IATF, raised the Code Alert Level for COVID-19 to Code Red Sublevel Two, and directed the imposition of Stringent Social Distancing Measures in the National Capital Region (NCR) for thirty (30) days;

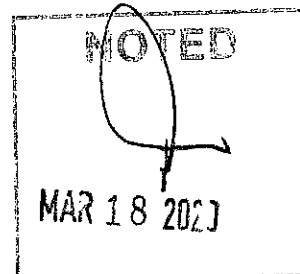
WHEREAS, on March 16, 2020 to halt the further spread of COVID-19 to other regions of the country, the President placed all regions in Luzon under Enhanced Community Quarantine;

WHEREAS, as of March 17, 2020, the Department of Health has confirmed a total of one hundred eighty-seven (187) positive COVID-19 cases in the country;

NOW, THEREFORE, BE IT RESOLVED, as it is hereby resolved, that the IATF approves the following:

A. The following operational guidelines are hereby approved, in affirmation of and in strict accordance with the March 16, 2020 Memorandum from the Executive Secretary concerning the implementation of Enhanced Community Quarantine over the entirety of Luzon (Memorandum):

- 1. All government agencies in the executive branch are hereby directed to issue accreditation orders to identify their respective skeletal workforces for critical services operating during the duration of the Enhanced Community Quarantine in Luzon. *Bona fide* IDs issued by the respective agencies shall be sufficient for movement around the contained area until such time that such accreditation orders have been issued by the agency concerned. Skeletal workforces may use official agency vehicles;



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2. Agencies with jurisdiction over those exempted from the strict home quarantine requirement are likewise tasked to issue official Inter-Agency Task Force (IATF) accreditation IDs. The Presidential Communications Operations Office (PCOO) shall be tasked to design the official seal and template of IATF accreditation IDs issued by government. The period for the issuance of IATF accreditation IDs shall be until March 21, 2020. *Bona fide* IDs issued by establishments exempted from the strict home quarantine requirements shall be honored by law enforcement agencies until March 21, 2020:
3. The following, among others, shall be considered health and emergency frontline workers:
  - a. Public health workers (all employees of the Department of Health, DOH Hospitals, Hospitals of Local Government Units, and Provincial, City, and Rural Health Units);
  - b. Private health workers, such as but not limited to medical professionals, hospital administrative staff and aides from private health facilities, as well as their service providers; and
  - c. Health workers and volunteers of the Philippine Red Cross and the World Health Organization.

The Department of Transportation, in cooperation with Local Government Units, and upon consultation with the Department of Health, shall develop a system of point-to-point transport services for all the aforementioned health workers;
4. The Philippine National Police is instructed to allow the unimpeded movement of all types of cargoes, subject to its authority to conduct inspection procedures in checkpoints for the purpose of ensuring that protocols on strict home quarantine are observed. For this purpose, Memorandum Circular No. 07, issued on March 17, 2020 by the Department of Agriculture is hereby adopted;
5. Capital markets, including but not limited to the *Bangka Sentral ng Pilipinas*, Securities and Exchange Commission, Philippine Stock Exchange, Philippine Dealing and Exchange Corporation, Philippine Securities Settlement Corporation, and Philippine Depository and Trust Corporation, shall be allowed to operate effective March 18,



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2020, subject to the qualification of establishing skeletal workforces in their respective establishments:

6. The Department of Labor and Employment is hereby authorized to accredit a skeletal staff for the purpose of facilitating the conduct of the *Tulong Panghanapbuhay sa ating* Disadvantaged Displaced Workers (TUPAD) program;
  7. The Overseas Workers Welfare Administration shall provide transportation services for returning Overseas Filipino Workers (OFWs), for the purpose of ferrying them from international ports to their respective destinations in Luzon;
  8. A separate IATF Technical Working Group composed of the Department of Social Welfare and Development acting as Chair, Department of Budget and Management, Department of Finance, Department of Labor and Employment, and the Office of the President is hereby directed to meet for the purpose of operationalizing the social amelioration program of government.
  9. The provisional period of seventy-two (72) hours granted to media personnel to continue operating in Luzon is hereby extended until March 21, 2020. Thereafter, only those who bear the IATF accreditation ID as issued by the PCOO may be exempted from the strict home quarantine requirement;
  10. Business Process Outsourcing (BPO) establishments, and export-oriented businesses are hereby granted a period of twenty-four (24) hours from the issuance of this Resolution to facilitate their work from home arrangements; and
  11. Delivery services, whether in-house or outsourced, transporting food, medicine, or other basic necessities, shall be allowed to operate during the period of Enhanced Community Quarantine.
- B. The following amendments and/or modifications to the March 16, 2020 Memorandum from the Executive Secretary are hereby recommended to the Office of the President:
1. OFWs, *halikbayans*, and foreign nationals leaving for abroad through any of the ports in Luzon shall be allowed to leave the Philippines at

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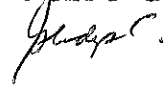
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any time for the duration of the Enhanced Community Quarantine. *Provided*, that proof of international travel itinerary scheduled within twenty-four (24) hours must be presented. *Provided, further*, that non-essential travel by Filipinos from any port of Luzon shall be suspended. *Provided, further*, that this provision shall not be interpreted to allow outbound travel by Filipinos to jurisdictions where travel restrictions are in place. *Provided, further*, that departing passengers may only be accompanied by not more than one (1) person when traveling to any international port. *Provided, further*, that OWWA may provide transportation services to OFWs intending to leave for abroad. *Provided, finally*; that all of the foregoing shall be subject to joint guidelines to be issued by the Department of Foreign Affairs, Department of Labor and Employment, and the Department of Tourism;

2. Heads of mission or their designated foreign mission representatives, including limited foreign mission personnel and staff may be exempted from the strict home quarantine requirement whenever performing diplomatic functions, subject to guidelines to be issued by the Department of Foreign Affairs. *Provided*, that protocols on the establishment of skeletal workforces shall be observed;
3. No hotels or similar establishments shall be allowed to operate, except those accommodating:
  - a. Guests who have existing booking accommodations for foreigners as of March 17, 2020;
  - b. Guests who have existing long-term leases; and
  - c. Employees from exempted establishments under the provisions of the March 16, 2020 Memorandum from the Executive Secretary, and subsequent modifications and clarifications.

*Provided*, that in subparagraphs (3)(a) and (3)(b), no new booking accommodations shall be permitted. *Provided, further*, that in all of the foregoing, hotel operations shall be limited to the provision of basic lodging to guests; and



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4. Philippine Offshore Gaming Operators shall not be included among those establishments allowed to operate for the duration of the Enhanced Community Quarantine.
- C. The Metro Manila Development Authority and the Office of the Presidential Adviser on the Peace Process shall be considered *ex officio* members of the IATF. A recommendation to the Office of the President is hereby submitted for the purpose of including said agencies to the expanded membership of the IATF:
- D. The Response Clusters of the National Disaster Risk Reduction and Management Council (NDRRMC) for COVID-19 at the national, regional, and local levels shall be convened. All councils are directed to implement preventive, preparatory, responsive, and early recovery measures in anticipation of the worst-case scenario insofar as the COVID-19 health event is concerned. The Rehabilitation and Recovery Cluster of the NDRRMC is likewise directed to develop a resiliency and recovery plan; and
- E. The Inter-Agency Task Force for the Management of Emerging Infectious Diseases in the Philippines shall establish and operate an Emergency Operations Center at the National Disaster Risk Reduction Management Council Operations Center, at Camp Aguinaldo, Quezon City.

APPROVED at the 14th Inter-Agency Task Force Meeting as reflected in the minutes of the meeting this 17th of March, 2020, at the NDRRMC Conference Room, Camp Aguinaldo, Quezon City.



FRANCISCO T. DUQUE III  
Secretary, Department of Health



EDUARDO M. AÑO  
Secretary, Department of the Interior and Local Government

*J. Lopez*

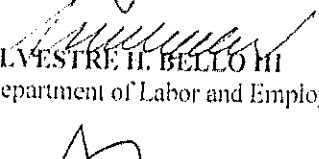
REPUBLIC OF THE PHILIPPINES  
INTER-AGENCY TASK FORCE FOR THE MANAGEMENT OF  
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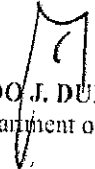
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BERNADETTE ROMULO-PUYAT  
Secretary, Department of Tourism

  
SILVESTRE H. BELLO III  
Secretary, Department of Labor and Employment

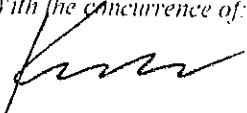
  
MENARDO I. GUEVARRA  
Secretary, Department of Justice

  
BRIGIDO J. DULAY  
Undersecretary, Department of Foreign Affairs

ARTEMIO U. TUAZON, JR.  
Undersecretary, Department of Transportation

ALAN A. SILOR  
Assistant Secretary, Department of Information and Communications Technology

*With the concurrence of:*

  
KARLO B. NOGRALES  
Cabinet Secretary, Cabinet Secretariat of the Philippines

*Judy C.*

INTER-AGENCY TASK FORCE FOR THE MANAGEMENT OF  
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ARCHIE F. GAMBOA  
Chief, Philippine National Police

FELIMON T. SANTOS, JR.  
Chief of Staff, Armed Forces of the Philippines

*[Signature]*  
RONNIE GUIL L. GAVAN  
Acting Deputy Chief of Staff for Operations, Philippine Coast Guard

*[Signature]*  
VICENTE M. AGDAMAG  
Deputy Director General, National Security Council

*[Signature]*  
JESUS L. R. MATEO  
Undersecretary, Department of Education

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BAYANI H. AGABIN  
Undersecretary, Department of Finance

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ADORACION M. NAVARRO  
Undersecretary, National Economic and Development Authority

DARREN L. SALIPSIP  
Assistant Secretary, Office of the Chief Presidential Legal Counsel