



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
No. 229, s. 2020

March 27, 2020

DISSEMINATING EXECUTIVE ORDER NO. 25, SERIES OF 2020 ENTITLED “AN ORDER IMPOSING A STRICT GUIDELINES ON COMMUNITY QUARANTINE DUE TO COVID-19” FROM THE OFFICE OF THE CITY MAYOR OF DIGOS CITY

To: Assistant Schools Division Superintendent
Chiefs, Education Supervisors (CID&SGOD)
All Schools Division Office Personnel
All School Heads
All Teaching and Non-Teaching Personnel
All Others Concerned

1. In reference to Executive Order No. 25, series of 2020 issued by the Office of the City Mayor entitled “An Order Imposing A Strict Guidelines on Community Quarantine Due to COVID-19”, this Office informs the field the latest issuance from the City Government of Digos relative to threat of COVID-19.
2. The following are some salient points in the said issuance as the Department of Education Schools Division of Digos City is concerned:
 - a. Section 1 (Guidelines for Check Points)
 - b. Section 2 (Guidelines for Liquor Ban)
 - c. Section 3 (Stay at Home Policy)
 - d. Sections 4 (General Guidelines on Home Quarantine and Working Pass)
 - e. Section 5 (Additional Guidelines for Home Quarantine)
 - f. Section 6 (Guidelines for Working Pass)

-Working pass must be issued only to those who are working, whether private or public, with corresponding valid company ID.

- Working pass must only be used exclusively by the holder and for the purpose of going to work and in buying food and medicine while working or during working hours; and

-Due to unavailability of Working pass, as of the meantime, persons who are working must present their valid company ID or Certificate of Employment issued by the employer in going to work until Working pass is made available.



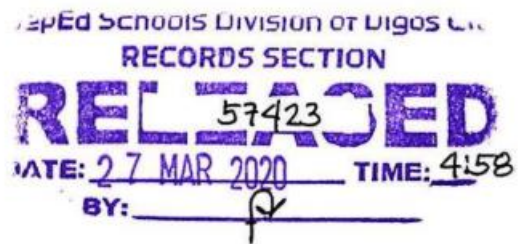
g. Section 7 (Online Classes)

- All schools, administrators, professors and teachers are strongly encouraged to provide an alternative learning mechanism that is both practical and convenient to both teachers and students putting into great consideration the accessibility of online classes, requirements, projects and exams. Since we are in this very difficult time, everyone is advised to stay at home at all cost and at all times.

3. Attached is the copy of the Executive Order No. 25, s. 2020 signed by the City Mayor, Josef F. Cagas.
4. Immediate and wide dissemination of this Memorandum is enjoined.



CRISTY C. EPE
Schools Division Superintendent





Republic of the Philippines
Province of Davao del Sur
CITY OF DIGOS
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OFFICE OF THE CITY MAYOR

EXECUTIVE ORDER NO. 25 Series of 2020

AN ORDER IMPOSING A STRICT GUIDELINES ON COMMUNITY QUARANTINE DUE TO COVID-19

WHEREAS, under Article II of the Philippine Constitution, it is the policy of the State to protect and promote the general welfare and the right to health of the people;

WHEREAS, the World Health Organization (WHO) declared the outbreak as a Public Health Emergency of International Concern due to COVID-19 Pandemic;

WHEREAS, COVID-19 cases in the Philippines continue to rise causing economic losses and putting the public health and general welfare of our people at risk;

WHEREAS, the Department of Health has raised the emergency alert level to Code Red Level 2, which requires that extreme precautionary measures must be practiced and observed;

WHEREAS, President Rodrigo R. Duterte issued Proclamation Nos. 922 and 929 declaring a State of Public Health Emergency and State of Calamity, respectively, throughout the Philippines due to Corona Virus Disease (COVID-19);

WHEREAS, DOH confirmed positive COVID-19 cases in Davao Region where the Regional Task Force have declared a regional lockdown;

WHEREAS, the City Government of Digos issued last March 16, 2020 Executive Order No. 19 series of 2020 declaring the entire City of Digos under Community Quarantine to prevent the spread of COVID-19;

WHEREAS, despite several guidelines, information dissemination, warnings and stringent monitoring and patrolling, it has been observed that several persons are still not following the Stay at Home and Social Distancing Policies of the City Government of Digos;

NOW THEREFORE, I, JOSEF F. CAGAS, by virtue of the powers vested upon me as Local Chief Executive of the City of Digos, and pursuant to Executive Order No. 19 series of 2020 and in addition to the previous guidelines issued by the City Government of Digos, do hereby order the following stricter guidelines on community quarantine:

SECTION 1. CHECK POINTS. All vehicles passing through or traversing Digos City (Digos City not being their point of destination) are strongly advised not to stop over in Digos City. All PNP personnel, officers or members of the COVID Task Force are hereby mandated to strictly advise all traversing vehicles and passengers that they should proceed directly to their destination and should observe proper social distancing even inside their vehicles.

SECTION 2. LIQUOR BAN. The serving of liquors, alcoholic beverages, wines and the like or of similar nature is hereby temporarily prohibited at any time of the day in all public places within the City of Digos effective immediately for the duration of community quarantine until revoked or lifted. However, buying and selling of liquors are allowed only from 8:00 AM to 5:00 PM. Hence, Executive Order No. 22 on Liquor Ban is hereby modified.



SECTION 3. STAY AT HOME POLICY. Pursuant to Item No. 1 of Executive Order No 19 series of 2020, all persons are not allowed to go out of their respective houses except the following:

1. Persons who will go to work must have a valid company ID or Certificate of employment issued by the employer;
2. Persons who will buy food and medicines must have a Home Quarantine Pass and corresponding valid ID of the person whose name is appearing on the Home Quarantine Pass; and
3. Medical Health Personnel, public officials and authorized employees of the City Government of Digos, PNP, BFP, Barangay Officials, BHERT, BHW, members of the COVID Task Force and all other frontliners with corresponding ID and work pass.

SECTION 4. GENERAL GUIDELINES ON HOME QUARANTINE AND WORKING PASS. The following are the guidelines in issuing Home Quarantine and Working passes:

1. The Home Quarantine and Work Pass must contain the following:
 - a. Signature of the City Mayor and Barangay Captain.
 - b. Logo of the City Government of Digos and Barangay.
 - c. Control Number which will be determined by the City Government of Digos through the CIO.
 - d. Name and address of the bearer.
2. Only the Barangay officials and their authorized representatives or staffs are allowed to issue and distribute a home quarantine and working pass;
3. Only those Home Quarantine and Working Passes issued by the barangay officials and their authorized representatives are deemed valid and are only applicable within the City of Digos regardless of the issuing barangay;
4. Both the Home Quarantine Pass and Work Pass can be availed of by those who are not resident of Digos or transient residents who are staying here in Digos due to work and/or regional lockdown.
5. The following persons are strongly discouraged to hold, use or have a home quarantine or working pass:
 - a. Minors;
 - b. Elderly persons who are 60 years old and above;
 - c. Persons who are sick such as but not limited to: cancer patients, on dialysis, diabetics, immune suppressed persons, those who have history or existing pulmonary disease and other sick persons; and
 - d. PUMs, PUJs and those who are COVID Positive patients.
6. All persons enumerated in Item No. 5 above are strictly mandated to stay at home 24/7, except for medical reasons such as when they need to go to hospitals, clinics or medical laboratories for check-up or if they need medical attention;
7. The usage of home quarantine and working pass is subject to the rules prescribed in COVID-19 Advisory Guidelines No. 02 series of 2020 on Curfew. This means that both home quarantine and working passes must only be used before curfew hours, except for employees working at night who are holding a work pass;
8. The distribution of both the home quarantine and working passes must be made on a house-to-house basis by the BHW, Barangay officials or any authorized representative. No distribution of passes must be made in any Barangay Hall or any places where it will draw or gather huge number of people. Social distancing and stay



at home policies must be strictly observed in the distribution of passes. Any person or household who is not given proper passes must contact their respective Barangay officials or through the JFC Helpline numbers: 09518252339 (smart) and 09156611602 (globe); and

9. Both the Home Quarantine and Working Passes are valid only during the period of Community Quarantine and within the territorial jurisdiction of the City of Digos.

SECTION 5. HOME QUARANTINE PASS. In addition to Section 4 of this order, the following are guidelines for Quarantine Pass:

1. The issuance of Home Quarantine Pass must be based on the residency which shall be determined by the issuing barangay;
2. It must be used only for buying food and medicines, and going to the banks and other financial institutions;
3. Each household is only entitled to one (1) Home Quarantine Pass which shall be named under the head of the household. In the absence of the latter or when the latter is not allowed to use the pass under Section 4(5), the members of the household must elect among themselves whose name will be put in the Home Quarantine Pass;
4. The Quarantine pass must be used together with a valid ID of the person whose name is appearing on the Home Quarantine Pass;
5. Other members of the household may use the Home Quarantine Pass provided that they shall bring the said Pass and Valid ID of the person whose name appears on the Home Quarantine Pass; and
6. The pass can be used within the City of Digos regardless of the issuing barangay.

SECTION 6. WORKING PASS. In addition to Section 4 of this order, the following are guidelines for Work Pass:

1. Working pass must be issued only to those who are working, whether private or public, with corresponding valid company ID;
2. Working pass must only be used exclusively by the holder and for the purpose of going to work and in buying food and medicine while working or during working hours; and
4. Due to unavailability of Working Pass as of the meantime, persons who are working must present their valid company ID or Certificate of employment issued by the employer in going to work until Working Pass is made available.

SECTION 7. ONLINE CLASSES. All schools, administrators, professors and teachers are strongly encouraged to provide an alternative learning mechanism that is both practical and convenient to both teachers and students putting into great consideration the accessibility of internet connection and the availability of resources of the students to meet the demands of online classes, requirements, projects and exams. Since we are in this very difficult time, everyone is advised to stay at home at all cost and at all times.

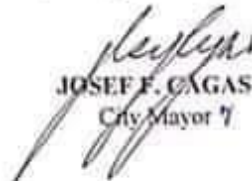
SECTION 9. REPEALING CLAUSE. All orders or parts thereof which are inconsistent with the provisions of this Executive Order are hereby repealed and modified accordingly.

SECTION 10. SEPARABILITY. If for any reason, any part or provision of this Executive Order shall be found unconstitutional or invalid, other parts or provisions thereof which are not affected thereby shall continue to be in full force and effect.



SECTION 11. EFFECTIVITY. This order shall take effect immediately and shall remain in force until expressly revoked. However, the rule on Quarantine Pass will be effective on Sunday, March 29, 2020. Working Pass will be effective subject to availability of working pass and subsequent policies and guidelines that will be issued by the City Government of Digos.

Done this 26th day of March 2020, Digos City, Davao del Sur.


JOSEF F. CAGAS
City Mayor

