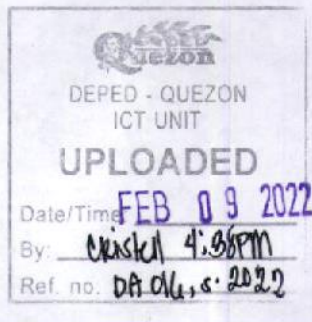




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**DIVISION ADVISORY NO. 016, s. 2022**  
**February 09, 2022**

In reference to the Unnumbered Memorandum entitled Orientation on Safety Protocols in the Workplace issued by the Division Office, this advisory is issued for the information of OIC-Assistant Schools Division Superintendents, CID Chief, SGOD Chief, Section Heads, Public Schools District Supervisors and School Heads, All Other Concerned

**DECONTAMINATION/DISINFECTION OF  
SCHOOLS DIVISION OFFICE – PAGBILAO, QUEZON**

To ensure the safety and well-being of the employees and stakeholders, notice is hereby given to the public that the Schools Division of Quezon through the initiative of SDO Quezon Administrative/General Services Section and SDO DRRM will conduct **Disinfection and Decontamination of Workplace on February 11, 2022 (FRIDAY), at 1 o' clock in the afternoon.**

This Office emphasizes its policy that **DISINFECTION AND DECONTAMINATION OF WORKPLACE must be done twice a month**, as part of our Safety Measure during the period of State of Emergency due to Pandemic. This shall include the cleaning and disinfection of every unit, office equipment, and other facilities following the standard enunciated in the existing protocols and guidelines. For business continuity, the **Records Section (DIVISION OFFICE) and Sub-Offices are in full operation** while others are in Work from Home Arrangement.

In addition, attached herewith the Office of the Governor of Quezon Province issued an Executive Order No. 02 S, 2022, an order establishing Guidelines on the Implementation of Alert Level 3 for COVID-19 response in Quezon Province.

Please be guided accordingly.

**ELIAS A. ALICAYA JR. EdD**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

Admamnt02/09/2022

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**EXECUTIVE ORDER NO. 02**  
Series of 2022

**AN ORDER ESTABLISHING GUIDELINES ON THE  
IMPLEMENTATION OF ALERT LEVEL 3 FOR COVID-19  
RESPONSE IN QUEZON PROVINCE FROM JANUARY 14 TO  
JANUARY 31, 2022**

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

**WHEREAS**, on 08 March 2020, President Rodrigo Roa Duterte issued Proclamation No. 922 declaring a State of Public Health Emergency throughout the Philippines and enjoined all local government units (LGU) to render full assistance and cooperation to implement urgent and critical measures to contain or prevent the spread of COVID-19, mitigate its effects and impact to the community, and prevent serious disruption of the functioning of the government and the community;

**WHEREAS**, on 16 March 2020, President Rodrigo Roa Duterte issued Proclamation No. 929 declaring a State of Calamity throughout the Philippines;

**WHEREAS**, Section 2 of Executive Order No. (E.O.) 112, (s. 2020) provides that provincial governors shall be authorized to impose, lift or extend the Enhanced Community Quarantine (ECQ) in component cities and municipalities upon the concurrence of the relevant regional counterpart body of the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF); and, that the mayors of cities and municipalities are likewise authorized to impose, lift or extend ECQ in barangays, upon the concurrence of the relevant regional counterpart body of the IATF; provided, that this is without prejudice to the authority of the IATF to directly impose, lift or extend ECQ in these areas should circumstances call for it;

**WHEREAS**, on 10 September 2021, the President issued Proclamation No. 1218 (s.2021) further extending the period of the State of Calamity throughout the Philippines due to Coronavirus Disease 2019 declared under Proclamation No. 1021 (s.2020) for a period of one (1) year, effective 13 September 2021 to 12 September 2022, unless earlier lifted or extended as circumstances may warrant;

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Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

Page 2 of 9



Republic of the Philippines  
PROVINCE OF QUEZON

OFFICE OF THE GOVERNOR

**WHEREAS**, on January 12, 2022, the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-EID) placed the entire Province of Quezon, under Alert level 3 to take effect from January 14 until January 31, 2022;

**WHEREAS**, as of January 13, 2022, 10:00 AM, Quezon Province has recorded a total of 28,894 COVID-19 confirmed patients, 995 of which are active cases, with 26,411 recoveries and 1,488 mortalities, with an alarming rate of increase in the number of cases;

**WHEREAS**, the Department of Health (DOH), the University of the Philippines-Philippine Genome Center (UP-PGC), and the University of the Philippines-National Institutes of Health (UP-NIH) Biosurveillance have detected B.1.1.7 (Alpha), B.1.351 (Beta), P.1 (Gamma), B.1.617 (Delta), and B.1.1.529 (Omicron) variants of SARS-CoV-2 in the Philippines;

**WHEREAS**, Guidelines on the Nationwide Implementation of Alert Level System for Covid-19 response was adopted by the IATF and was published on 14 December 2021;

**NOW, THEREFORE, I, DANILO E. SUAREZ**, Governor of the Province of Quezon, by virtue of the powers vested in me by the Local Government Code and other pertinent laws, do hereby order the following:

**SECTION 1. ALERT LEVEL 3 SYSTEM.** The Province of Quezon shall be under the **ALERT LEVEL 3 SYSTEM** from 00:01 AM, January 14, 2022 until 11:59 PM, January 31, 2022.

**SECTION 2. DEFINITION OF TERMS.** For purposes of these Guidelines, the following shall be defined as follows:

**2.1. COVID-19 Alert Levels System:** New Community Quarantine Classifications for dealing with COVID-19 covering entire cities, municipalities and/or regions; aimed to manage and minimize the risk of the disease through System Indicators, Triggers and Thresholds determined by the IATF to specify the public health and social measures to be taken in relation to the COVID-19 response,

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Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

Page 3 of 9



Republic of the Philippines  
PROVINCE OF QUEZON

OFFICE OF THE GOVERNOR

as may be updated based on new scientific knowledge, information about the effectiveness of control measures in the country and overseas, and its application.

**2.2. Alert Level 3:** Areas wherein case counts are high and/or increasing, with total bed utilization rate and intensive care unit utilization rate at increasing utilization.

**2.3. Granular Lockdown:** A micro-level quarantine for areas identified as "critical zones" by the local government unit (LGU) which may be declared regardless of Alert Level.

**2.4. Minimum public health standards (MPHS):** The national, local, and sector-specific guidelines on mitigation measures for its COVID-19 response across all settings by implementing non-pharmaceutical interventions (NPIs), consistent with the Department of Health (DOH) Administrative Order No. 2021-0043 or the Omnibus Guidelines on the Minimum Public Health Standards for the Safe Reopening of Institutions. This term shall also encompass specific NPIs of community mitigation strategies or public health measures that do not involve vaccines, medications, or other pharmaceutical interventions, that individuals and communities can carry out in order to reduce transmission rates, contact rates, and the duration of infectiousness of individuals in the population.

**SECTION 3. MOVEMENT OF PERSONS.** Intrazonal and interzonal travel shall be ALLOWED. However, reasonable restrictions may be imposed by the LGUs, which should not be stricter as those prescribed under higher alert levels and subject to oversight monitoring, and evaluation of the RIATF.

**3.1.** Individuals who are below eighteen (18) years of age, and those belonging to the vulnerable population, shall be allowed to go out of residence to access to obtain essential goods and services, or for work in permitted industries and offices in accordance with existing labor laws, rules, and regulations.

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Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

Page 4 of 9



Republic of the Philippines  
PROVINCE OF QUEZON

OFFICE OF THE GOVERNOR

**3.2.** Individual outdoor exercise is allowed for all ages regardless of comorbidities or vaccination status. LCEs may impose additional restrictions depending on the level of transmission in their respective localities.

**3.3.** Unvaccinated individuals or those with incomplete vaccination doses are strongly advised to stay at home except for emergency or humanitarian reasons.

**3.4.** Movement of persons below eighteen (18) years of age shall be limited to activities under 3.1. and 3.2 of this Section. Those who remain unvaccinated are strongly advised to stay at home.

**SECTION 4. PERMITTED ESTABLISHMENTS.** All establishments are encouraged to operate with a minimal on-site capacity, while applying work-from-home and other flexible work arrangements.

**4.1. DINE-IN SERVICES.** Dine-in services of food preparation establishments such as kiosks, commissaries, restaurants, and eateries, subject to DTI sector-specific protocols shall be allowed:

- **Indoor services:** maximum of 30% venue capacity for fully vaccinated individuals only.
- **Outdoor services:** maximum of 50% venue capacity.

**4.2. OTHER BUSINESS ESTABLISHMENTS.** The following establishments, or activities, shall be allowed to operate, or be undertaken at a maximum of **30%** indoor venue capacity for fully vaccinated individuals only and **50%** outdoor venue capacity:

- a. Venues for meetings, incentives, conferences, and exhibitions (MICE);
- b. Permitted venues for social events such as parties, wedding receptions, engagement parties, wedding anniversaries, debut and birthday parties, family reunions, and bridal or baby showers;
- c. Visitor or tourist attractions such as libraries, archives, museums, galleries, exhibits, parks, plazas, public gardens, scenic viewpoints or overlooks, and the like;

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**Department of Education**  
Region IV-A  
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Page 5 of 9



Republic of the Philippines  
PROVINCE OF QUEZON

OFFICE OF THE GOVERNOR

- d. Amusement parks or theme parks;
- e. Recreational venues such as internet cafes, billiard halls, amusement arcades, bowling alleys, skating rinks, archery halls, swimming pools, and similar venues;
- f. Cinemas and movie houses;
- g. Limited face-to-face or in-person classes for basic education subject to prior approval of the Office of the President;
- h. Limited face-to-face or in-person classes for higher education and for technical-vocational education and training;
- i. In-person religious gatherings; gatherings for necrological services, wakes, inurnment, and funerals for those who died of causes other than COVID-19 and for the remains of the COVID-19 deceased;
- j. Licensure or entrance/qualifying examinations administered by their respective government agency, and specialty examinations authorized by the IATF subject to the health and safety guidelines as approved by the IATF;
- k. Personal care establishments such as barbershops, hair spas, hair salons, and nail spas, and those offering aesthetic/cosmetic services or procedures, make-up services, salons, spas, reflexology, and other similar procedures including home service options, subject to the sector-specific protocols of the DTI;
- l. Fitness studios, gyms, and venues for individual non-contact exercise and sports. Provided that patrons/clients and workers/employees wear face masks at all times, and that no group activities are conducted;
- m. Film, music, and television production subject to the joint guidelines as may be issued by the DTI, DOLE, and the DOH.

**4.2.3. REQUIREMENTS:**

- a. All workers/employees of Dine-in services and regulated establishments under this section are fully vaccinated against COVID-19.
- b. Minimum Public health standards shall be strictly maintained.

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Region IV-A  
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Page 6 of 9



Republic of the Philippines  
PROVINCE OF QUEZON

OFFICE OF THE GOVERNOR

**4.2.4.** Public and private establishments may nonetheless validly refuse entry and/or deny service to individuals who remain to be unvaccinated, or are merely partially vaccinated, despite being eligible for vaccination, provided that frontline and emergency services shall continue to render assistance to all persons regardless of vaccination status.

**SECTION 5. PROHIBITED ESTABLISHMENTS.** The following establishments and/or activities characterized as high-risk for transmission shall not be allowed to operate, or be undertaken in areas classified under Alert Level 3:

- a. Face to face or in-person classes for basic education, except those previously approved by the IATF and/or the Office of the President;
- b. Contact sports, except those conducted under a bubble-type setup as provided for under relevant guidelines adopted by the IATF, Games and Amusement Board, and Philippine Sports Commission, and approved by the LGU where such games shall be held;
- c. Funfairs/peryas and kid amusement industries such as playgrounds, playroom, and kiddie rides;
- d. Venues with live voice or wind-instrument performers and audiences such as in karaoke bars, clubs, concert halls, and theaters;
- e. Casinos, horse racing, cockfighting and operation of cockpits, lottery and betting shops, and other gaming establishments except as may be authorized by the IATF or the Office of the President; and
- f. Gatherings in residences with individuals not belonging to the same household.

**SECTION 6. USE OF FACE SHIELDS.** Face shields shall strictly be used in hospitals and health facilities. In other places, face shields shall be of voluntary use without prejudice to employers still requiring the use of face shields for their employees/workers and/or customers in their respective premises. (IATF Resolution No. 149, series of 2021; dated November 18, 2021)

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Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

Page 7 of 9



Republic of the Philippines  
PROVINCE OF QUEZON

OFFICE OF THE GOVERNOR

**SECTION 7. GOVERNMENT OPERATIONS.** Agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least **50%** on-site capacity while applying work-from-home and other flexible work arrangement. Those assigned to work off-site shall be subject to alternative work arrangements as approved by the head of agency in accordance with the relevant rules and regulations issued by the Civil Service Commission (CSC). Heads of agencies providing health and emergency frontline services, laboratory and testing services, border control, or other critical services shall operate at a workforce beyond the minimum as may be necessary to deliver their mandates.

**SECTION 8. CURFEW.** Curfew hours shall be from 8:00 in the evening until 5:00 in the morning. Within the curfew hours, no person shall be out of residence, except in cases of emergency or in going to or from work in exempt sectors and frontline offices. (Provincial Ordinance No. 2020-02, May 15, 2020)

**SECTION 9. VACCINATION.** In areas where there are sufficient supplies of COVID-19 vaccines as determined by the National Vaccines Operation Center (NVOC). (IATF Resolution No. 148-B, series of 2021; dated November 11, 2021.)

**9.1. ESTABLISHMENTS.** All establishments and employers in the public and private sector shall require their eligible employees who are tasked to do on-site work to be vaccinated against COVID-19. Eligible employees who remain to be unvaccinated may not be terminated solely by reason thereof. However, they shall be required to undergo RT-PCR tests regularly at their own expense for purposes of on-site work. Provided that, antigen tests may be resorted to when RT-PCR capacity is insufficient or not immediately available.

**9.2. PUBLIC TRANSPORTATION.** As a condition for continuing their operations, public transportation services in the road, rail, maritime, and aviation sectors shall require all their eligible workers to be fully vaccinated.

**9.3.** Upon sufficient proof of a confirmed vaccination schedule, all workers to be vaccinated during work hours shall not be considered as absent during that period.

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**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE

Page 8 of 9



Republic of the Philippines  
PROVINCE OF QUEZON

OFFICE OF THE GOVERNOR

- 9.4.** To achieve this vaccination requirement, the Integrated Provincial Health Office and the Quezon Medical Center, as well as LGUs and their respective Municipal Health Officers, are directed to continue their respective vaccination programs, subject to strict adherence to minimum public health protocols.
- 9.5. VACCINATION CARDS.** All fully vaccinated individuals are advised to bring their vaccination cards when going out of residence.

**SECTION 10. AUTHORITY OF THE LOCAL CHIEF EXECUTIVE TO DECLARE GRANULAR LOCKDOWNS.** The authority to impose granular lockdown shall be given to the city and municipal mayors with respect to their component barangays subject to the concurrence of the Regional Inter-Agency Task Force (RIATF), and individual houses where one household member has been confirmed, residential buildings, streets, blocks, puroks, subdivisions, and/or villages within their jurisdiction upon compliance with the National Task Force COVID-19 Memorandum Circular No. 2 dated 15 June 2020 or the Operational Guidelines on the Application of the Zoning Containment Strategy in the Localization of the National Action Plan Against COVID-19 Response. Granular lockdowns shall be for a period of not less than fourteen (14) days.

The following shall be allowed to enter and/or exit granular lockdown areas for specific purposes:

- 10.1.** Overseas Filipino Workers bound for international travel, and those returning to their respective residences after having completed facility-based quarantine upon arrival;
- 10.2.** Individuals whose home or residence are located within an area under granular lockdown may enter the said area for the sole purpose of returning to their respective homes or residences but must thereafter remain therein for the duration of the granular lockdown;
- 10.3.** Individuals under exceptional circumstances such as, but not limited to, those seeking urgent medical attention as validated by the municipal/city health officer; and

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Region IV-A  
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Page 9 of 9



Republic of the Philippines  
PROVINCE OF QUEZON

OFFICE OF THE GOVERNOR

**10.4.** Food and essential items provided that they can only be picked up and/or unloaded at border collection points designated by the LGU.

**SECTION 11. MONITORING AND REVIEW.** The above provisions shall be subject to daily monitoring and re-assessment by the Quezon Provincial Inter-Agency Task Force, and shall be in accordance with the proclamations of the Inter-Agency Task Force on Emerging Infectious Disease (IATF-EID) and national agencies.

**SECTION 12. SUPPLETORY APPLICATION.** All other issuances of the Department of Interior and Local Government, the Department of Health, the Department of Trade and Industry, the Inter-Agency Task Force for the Management Emerging Infectious Diseases, and other local COVID-19 IATF shall have suppletory application to this Executive Order. As such, portions of this Order may be amended or modified as necessary.


**SECTION 13. SEPARABILITY CLAUSE.** If any provision of this Executive Order is declared invalid or unconstitutional, other provisions not affected thereby shall remain valid and subsisting.

**SECTION 14. REPEALING CLAUSE.** Executive Orders, rules and regulations or parts thereof, which are inconsistent or in conflict with the provisions of this Order, are hereby repealed or modified accordingly.

**SECTION 15. EFFECTIVITY.** This Order shall take effect immediately.

**SO ORDERED.**

Done in the City of Lucena, Province of Quezon, 13 January 2022.

  
**DANILO E. SUAREZ**  
Governor

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