


PPA - 2019 - 100
 Administration Section
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 Date 20 MAY 2020



PHILIPPINE PORTS AUTHORITY
 PMO MISAMIS ORIENTAL/CAGAYAN DE ORO
 PMO Admin Bldg. 2, Gate 5, Agora Road, Puntod, Cagayan de Oro City

PORT ADVISORY/BULLETIN/ANNOUNCEMENT
PABA No. PPD 030-2020

DATE: 20 May 2020	No. of pages including this page: One (1) page
TO: PPA Employees Terminal Management Offices CHO Employees Shipping Lines / Ship Agents Shippers / Consignees Other Port Stakeholders All Others Concerned	Emails:
FROM: The Port Police Division Manager	Email: bagartalia@ppa.com.ph PPD Email: moc_ppd@ppa.com.ph PMO Fax: (088) 856-4667
Cc:	
SUBJECT: NTF AGAINST COVID-19 ORDER NO. 2020-02 "OPERATIONAL GUIDELINES ON THE MANAGEMENT OF LOCALLY STRANDED INDIVIDUALS (LSIs)	
<i>ATTENTION: If you have received this communication with missing, incomplete, garbled or unreadable pages, please notify us at once through Tel.(088)856-1264; Fax(088) 856-4667; Email Address: ppapmocdo@ppa.com.ph or moc_ppd@ppa.com.ph</i>	
MESSAGE:	
Respectfully disseminating herewith is the Order issued by the National Task Force Against COVID-19 dated 13 May 2020 with the above captioned subject.	
In view hereof, concerned PPA personnel, Cargo Handling Operators, ship owners/ship operators, shipping lines representatives and other port stakeholders are advised to strictly observe and adopt the procedures and requirements cited in the aforesaid Order (<i>herein attached</i>) appertaining to the travel of concerned LSIs to their respective residences.	
For guidance, ready reference and appropriate action.	
 PPSUPT BERNARDO A GARTALIA  Encl: A/S	
<i>(Note: This communication has also digitally scanned and transmitted to your official email addresses. Please be advise this Office of any changes in said addresses, or of alternative addresses.</i>	
<i>Email Addresses of port users and stakeholders</i>	



National Task Force Against COVID19
National Incident Command – Emergency Operations Center
Camp General Emilio Aguinaldo, Quezon City

NTF AGAINST COVID-19 ORDER
NUMBER: 2020-02

**SUBJECT : OPERATIONAL GUIDELINES ON THE MANAGEMENT OF
LOCALLY STRANDED INDIVIDUALS (LSIs)**

DATE : 13 May 2020

1. Rationale:

In light of the Coronavirus Disease 2019 (COVID-19) global pandemic, the movement of individuals between and within countries have been heavily reduced to curb the spread of the infection. The reduction in mobility as a result of the measures imposed by the national and local governments to contain the spread of the virus have inadvertently created unintended consequences in cross-border movements that need to be addressed.

Filipinos and foreign nationals, upon the implementation of enhanced community quarantine in several parts of the country, are left stranded in active border control points and are unable to return to their respective residences.

In view of this, this National Task Force (NTF) Against COVID-19 Order shall provide interim guidelines for the implementation of the entry of overseas Filipinos in the country and cross-border management of locally stranded individuals.

2. Purpose:

This Order intends to provide guidelines following a systemic and coordinated approach in facilitating and transporting Locally Stranded Individuals (LSIs) to their respective residences.

3. Scope and Coverage:

All Implementing Agencies, National, Regional, and Local COVID-19 Task Forces.

4. Definition of Terms:

4.1. **Filipino Local Workers** - shall refer to any member of the labor force, regardless of employment status including working owners and officers. It includes the following:

- 4.1.1. All workers of establishments or principals regardless of employment status;
- 4.1.2. All workers of contractors or subcontractors regardless of employment status;

- 4.1.3. Visiting workers, consultants or volunteers; and
- 4.1.4. On the job trainees or other similar hands on learning arrangements, whether paid or unpaid.
- 4.2. **Facility Manager** - a person designated to take charge of a temporary quarantine facility. He/She is part of the government agency, national or local, assigned to manage a temporary quarantine facility.
- 4.3. **Locally Stranded Individuals (LSIs)** - Foreign nationals or Filipino citizens (e.g. construction and domestic workers, tourists, students, among others) in a specific locality within the Philippines who have expressed intention to return to their place of residence / home origin;
- 4.4. **Philippine Recruitment Agency (PRA)** - is a private employment agency that has the legal authority to facilitate the hiring and placement of legitimate Filipino individuals for local or foreign employment;

5. **Categorization:**

- 5.1. Locally Stranded Individuals (LSIs):
 - 5.1.1. Filipino local workers;
 - 5.1.2. Students;
 - 5.1.3. Local or Foreign Tourists;
 - 5.1.4. Individuals stranded in various localities while in transit; and
 - 5.1.5. Other stranded individuals.

6. **General Policy:**

- 6.1. The Sub-Task Group on Repatriation shall be renamed as **Sub-Task Group on Management of Returning Overseas Filipinos and Locally Stranded Individuals (STG on Management of ROFs and LSIs)**;
- 6.2. Two (2) Sub-Unit under the Sub-Task Group on Management of ROFs and LSIs shall be created, to wit:
 - 6.2.1. **Task Unit on Returning Overseas Filipinos** - shall be responsible to process/facilitate the repatriation and provide assistance for ROFs, which shall be managed by the Sub-Task Group on Management of ROFs and LSIs; and
 - 6.2.2. **Task Unit on Locally Stranded Individuals** - shall have the responsibility to process/facilitate the transportation and provide assistance for LSIs, which shall be supervised by the Sub-Task Group on Law and Order;
- 6.3. Likewise, all Regional Task Forces, including the BARMM - Rapid Emergency Action on Disaster Incidence (BARMM-READI) and Local Task Forces (LTFs), shall organize their respective Management of ROFs and LSIs Sub-Clusters under their Governance Clusters, and shall align their organizational structure and implementation efforts with the STG on the Management of ROFs and LSIs;
- 6.4. The DSWD may provide transportation and food assistance to undocumented LSIs, or other interventions that are within the scope and mandate of the agency;
- 6.5. The RTFs and BARMM - Rapid Emergency Action on Disaster Incidence (BARMM-READI) from the point of origin shall facilitate inter-regional coordination with the RTF of final destination and ensure that the Local Chief Executive (LCE) of the receiving Local Government Units (LGUs) shall be provided with the relevant information to facilitate the unhampered transfer of LSIs in the regions;

- 6.6. The Department of Tourism (DOT) shall undertake the necessary measures to provide chartered and sweeper flights for tourists considered as LSIs to transport them to their residences;
- 6.7. The DOTr shall ensure the availability of transportation services to facilitate immediate and smooth transfers of LSIs from their point of origin to their final destination. Receiving LGUs may provide transportation services to their respective constituents to avoid further delays;
- 6.8. All LGUs shall provide transfer services to LSIs at ports, airports, and transport terminals within their areas of jurisdiction to transport them to their places of residence. Inter-LGU coordination is required to manage the transfer of the LSIs, including the movement of people needing passage from one LGU to another as a result of being displaced or dismissed from work¹; following the declaration of community quarantine;
- 6.9. All receiving LGUs shall not deny the entry of LSIs with complete requirements, provided that prior coordination was made through the NTF and/or the Regional Task Forces (RTFs), and other concerned agencies as deemed necessary;
- 6.10. The decision of subjecting LSIs to a 14-day facility quarantine shall be under the discretion of the LCE of the receiving LGUs;
- 6.11. The Sub-Task Group on Law and Order, through JTF CV Shield, shall assist and facilitate the unhampered passage of ROFs and LSIs in Quarantine Control Checkpoints (QCP);
- 6.12. The Task Group on Resource Management and Logistics (TG RML) shall ensure to provide the necessary logistical requirements of, but not limited to the provisions stated in this Order;
- 6.13. The Task Group on Response Operations (TG RO) shall ensure to provide the necessary operational assistance of, but not limited to the provisions stated in this Order; and
- 6.14. The Task Group on Strategic Communication (TG Strat Comm) shall ensure that proper crisis messaging and adequate risk communication shall be cascaded to all concerned.

7. Specific Guidelines:

- 7.1. Pre-Departure
 - 7.1.1. An LSI shall notify the barangay that he/she is stranded, which shall be consolidated by the LGUs. The LGUs will forward the information to the RTFs for coordination, and to secure the required Travel Authority from the JTF CV Shield;
 - 7.1.2. To facilitate the departure arrangement of the LSIs, the LGUs shall:
 - 7.1.2.1. Ensure that all LSIs have undergone a 14-day quarantine prior to departure;
 - 7.1.2.2. Ensure that the LSIs are neither a contact, suspect, probable, nor a confirmed COVID-19 case. If the LSI is determined to be so, appropriate measures and referral actions shall be made by the LGU of origin, through the Local Health Office;
 - 7.1.3. The LGU of origin through its Local COVID-19 Task Force, shall facilitate the following documents prior to the LSI's departure:
 - 7.1.3.1. A Medical Clearance Certification issued by the City/Municipal Health Office based on the following conditions:
 - 7.1.3.1.1. That the LSI is neither a contact, suspect or probable or confirmed COVID-19 case; and

¹ Item 5.2.7.2. DILG Memorandum Circular No. 2020-062 "Supplementary LGU Guidelines on the Implementation of Enhanced Community Quarantine in Luzon, and State of Public Health Emergency in Other Parts of the Country due to the COVID-19 Threat"

- 7.1.3.1.2. That the LSI completed a 14-day quarantine based on the quarantine standards set by the DOH; or
- 7.1.3.1.3. That LSI confirmed as a COVID-19 case was tested negative through RT-PCR twice;
- 7.1.3.2. Notice of availability of Travel to be submitted to the JTF CV Shield;
 - 7.1.3.2.1. The Travel Authority shall be issued by the JTF CV Shield provided that the LGU of origin have the following details such as but not limited to:
 - 7.1.3.2.1.1. List of LSIs,
 - 7.1.3.2.1.2. Point of origin and its destination,
 - 7.1.3.2.1.3. Travel date,
 - 7.1.3.2.1.4. Name of driver/s, vehicle to be used with plate number/s.
- 7.1.4. LSIs who are using their personal transport service to their final destination shall secure necessary travel documents as enumerated in 7.2.1.3.1 and 7.2.1.3.2 from the LGU of origin;
- 7.1.5. The DSWD, in coordination with their Local Social Welfare Development Offices (LSWDOs) counterparts in the LGUs, may augment as necessary the following assistance to all LSIs:
 - 7.1.5.1. Food Assistance;
 - 7.1.5.2. Psychosocial intervention; and
 - 7.1.5.3. Financial assistance;
- 7.2. Departure from the LGU of origin
 - 7.2.1. The LGU of origin shall submit a disaggregated list of LSIs with complete details per region and province to their respective DILG-OFW Desk and RTFs, three (3) days prior to departure;
 - 7.2.2. The RTFs shall endorse the list of LSIs submitted by the LGU of origin to the NTF through the STG on the Management of ROFs and LSIs;
 - 7.2.3. The STG on the Management of ROFs and LSIs in collaboration with TG RML and TGRO shall coordinate with the following agencies:
 - 7.2.3.1. The DILG shall coordinate and provide relevant information to the LCEs of receiving LGUs through its DILG-OFW Desk;
 - 7.2.3.2. The DOTr and/or DOT shall coordinate with the PPA and PCG (sea-based), CAAP (air-based), and receiving LGUs (land-based) for provision of transport services of the LSIs;
 - 7.2.3.3. The JTF CV Shield shall facilitate and ensure smooth passage of the LSIs at QCPs during transit;
 - 7.2.4. The Department of Labor and Employment (DOLE) shall coordinate with manning agencies of stranded local workers for the expenses incurred in the process of transfer that cannot be covered by the government;
 - 7.2.5. The LGU of origin shall provide the LSIs with the following two (2) documents prior to his/her departure:
 - 7.2.5.1. Medical Clearance Certification from the City/Municipal Health Officer; and
 - 7.2.5.2. Travel Authority from the JTF CV Shield.
 - 7.2.6. Social distancing measures and wearing of face masks shall be maintained in the whole duration of travel.
- 7.3. Upon Arrival at Ports of Entry
 - 7.3.1. The receiving LGU shall coordinate with the LGU concerned and JTF CV Shield from the port of entry for passage/clearance;
 - 7.3.2. The following agencies shall secure all arriving LSIs and usher them to identified port isolation areas:

- 7.3.2.1. PPA for Sea-based;
 - 7.3.2.2. LGU for Land-based;
 - 7.3.2.3. CAAP/Airport Authorities for Air-based;
 - 7.3.3. Social distancing measures and wearing of face masks shall be maintained in the whole duration of the entry process;
 - 7.3.4. The DSWD or the LSWDOs in the LGUs may provide psychosocial support or counselling to LSIs, as necessary;
 - 7.3.5. The receiving LGU may provide transportation assistance to the LSI from the port of entry to the LSI's residence;
- 7.4. Arrival at Final Destination
 - 7.4.1. Upon arrival, the receiving LGU shall require two documents from the LSIs:
 - 7.4.1.1. Medical Clearance Certification; and
 - 7.4.1.2. Travel Authority;
 - 7.4.2. LSIs shall be ushered to a temporary holding area designated for LSIs only. The Local Health Office shall assess the LSIs for any fever and other respiratory symptoms:
 - 7.4.2.1. If an LSI presents any of COVID-19 symptoms, he/she shall be immediately isolated based on the clinical judgement of the Local Health Officer, and shall be subjected to established health protocols and procedures for suspected COVID-19 patients;
 - 7.4.2.2. If without any symptoms, the LSI may be transported to her/his place of residence by the receiving LGU. She/He may not be required to undergo another 14-day quarantine. However, for those not quarantined, they are encouraged to stay at home and self monitor for any symptoms in the next 14 days.
 - 7.4.3. The Local COVID Task Force, through the Local Health Office in coordination with the Barangay Health Emergency Response Teams, shall monitor the status of all LSIs for the next 14 days;
 - 7.4.4. If the LSI manifests any signs and symptoms within the 14-day observation period, the Local COVID Task Force shall immediately report the name of the symptomatic LSI to the concerned RTFs for coordinated response. The LSI shall be immediately isolated or referred to an appropriate facility by the Local Health Office. The Local Task Force, through the Local Epidemiology and Surveillance Unit and the local contact tracing team, shall immediately conduct the contact tracing procedures.

8. Implementation:

- 8.1. All implementing Agencies shall issue the necessary Advisory/Memorandum to adopt this Order and ensure its widest dissemination within their respective jurisdiction.
- 8.2. All Local COVID-19 Task Forces shall ensure that the purpose of this Order is faithfully complied by all concerned.

9. Effectivity:

9.1. This Order shall take effect immediately.

FOR GUIDANCE AND COMPLIANCE OF ALL CONCERNED.



SECRETARY DELFIN N. LORENZANA
Department of National Defense; and
Chief of the National Task Force Against COVID-19

