





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

PORT ADVISORY/BULLETIN/ANNOUNCEMENT
PABA No. PPD 017-2022

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| DATE: 10 September 2022 | No. of pages including this page: One (1) page |
| TO: PPA Personnel Terminal Management Offices Cargo Handling Operators 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: Division Managers, CHOs, Shipping Lines and other concerned units of this PMO | |
| SUBJECT: REMINDERS ON COVID-19 PREVENTION, TESTING, QUARANTINE AND ISOLATION PROTOCOLS IN THE OFFICES AND FACILITIES OF PHILIPPINE PORTS AUTHORITY | |
| <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: | |
| <p>Respectfully disseminating herewith Memorandum dated 06 September 2022 issued by the Officer-In-Charge of PPA with the above captioned subject for the information and guidance of all concerned.</p> <p>As cited therein, all RC Heads and personnel are reminded for the implementation of the mentioned COVID-related protocols in view of the increase in number of isolated COVID-19 positive cases in PPA offices.</p> <p>In view thereof, all concerned sections/units are advised to observe the provisions cited in the herein attached Memorandum, as appropriate.</p> <p>For guidance and ready reference.</p> | |
| <p align="center">  PPSUPT BERNARDO A GARTALIA </p> | |
| 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 Adresses of port users and stakeholders</i> | |



September 6, 2022

MEMORANDUM

TO : All Responsibility Center Heads
 - Head Office
 - Port Management Offices (PMOs)

FROM : The Officer-In-Charge, PPA

SUBJECT : REMINDERS ON COVID-19 PREVENTION, TESTING, QUARANTINE AND ISOLATION PROTOCOLS IN THE OFFICES AND FACILITIES OF PHILIPPINE PORTS AUTHORITY

In view of the increase in number of isolated COVID-19 positive cases in the office, all RC Heads and personnel (regular, contract of service and outsourced) are hereby reminded of the following protocols for immediate implementation:

ON PREVENTION:

1. Wearing of face masks at all times shall be strictly observed.
2. The practice of physical distancing shall be maintained at public places.
3. Frequent sanitation such as alcohol, hand sanitizers, hand washing with soap and water is highly encouraged.
4. General disinfection at the end of every business day shall be regularly done in all PPA offices.
5. Personnel who are **living with a confirmed positive COVID-19 case** (symptomatic/asymptomatic) **shall not report to the office** and are directed to inform their immediate supervisor and/or the Medical Services Section (HRMD) for teleconsultation if symptoms develop. Presentation and/or submission of RT-PCR and/or Antigen test results may be required for confirmation.
6. Personnel **experiencing any symptom/s related to COVID-19** such as colds, **runny nose, sore throat, fever and etc.** **shall not report to the Office** and shall have a teleconsultation thru Medical Services Section of HRMD or their physician. A certification, indicating the symptoms and recommendation from the Medical Officer/Physician shall be required, which shall serve as basis for quarantine/isolation and/or testing.
7. All asymptomatic close contacts whether fully/partially vaccinated or unvaccinated, shall continue symptom/s monitoring for at least 14 days and shall strictly observe minimum health and safety protocols.

ON TESTING:

1. **Personnel who developed symptom/s at the office**, shall directly proceed at the Medical Clinic located at the Mezzanine floor PPA-HO or PPA Testing area (for Head Office, PMOs NCR South and North personnel) for **consultation and/or testing as may be deemed necessary.** A medical certification indicating the doctor's

assessment and recommendation/s shall be provided, for purposes of quarantine/isolation protocols.

2. Confirmatory Testing may not be necessary **upon completion** of the required isolation period for the symptomatic confirmed cases, suspect or probable cases, provided that they did not develop fever for at least 24 hours.
3. However, confirmatory testing may be required to asymptomatic confirmed case if **symptom/s develop after completion of the required quarantine period.**

ON QUARANTINE/ISOLATION:

Hereunder is the recommended Quarantine and Isolation Protocols for the General Public per latest IATF issuance dated June 4, 2022, which shall be adopted by PPA:

| Quarantine | | |
|---|---------------------------------------|---|
| Asymptomatic close contact | Fully Vaccinated | 0 days |
| | Partially Vaccinated/ Unvaccinated | At least 14 days from exposure |
| Isolation | | |
| Asymptomatic confirmed case | Fully Vaccinated | At least 7 days from positive test (sample collection date) |
| | Partially Vaccinated/ Unvaccinated | At least 10 days from positive test (sample collection date) |
| Symptomatic (suspect, probable or confirmed case) with MILD symptoms | Fully Vaccinated | At least 7 days from onset of symptoms |
| | Partially Vaccinated/ Unvaccinated | At least 10 days from onset of symptoms |
| Symptomatic (suspect, probable or confirmed case) with MODERATE symptoms | Regardless of vaccination status | At least 10 days from onset of symptoms |
| Symptomatic (suspect, probable or confirmed case) with SEVERE and CRITICAL symptoms | Regardless of vaccination status | At least 21 days from onset of symptoms |
| Severely Immunocompromised | Regardless of vaccination status | At least 21 days from onset of symptoms with negative repeat RT-PCR |

As indicated in the recent IATF resolution, isolation can be discontinued upon completion of the required days, provided that, they shall not develop fever for at least 24 hours without the use of any antipyretic medications and shall have improvement of respiratory symptoms.

As such, personnel who are identified as symptomatic confirmed case, suspect or probable case or those asymptomatic confirmed cases that are required to undergo isolation and quarantine may be required to adopt a Work-From-Home (WFH) arrangement depending on the nature of work or apply for necessary and applicable leave of absence (excused absence or sick leave), pursuant to CSC MC No. 18, s. 2020 and CSC MC No. 2, s. 2022.

Further, RC Heads are hereby reminded to ensure the efficiency and productivity of work and the delivery of public service is not prejudiced during the quarantine and/or treatment of concerned officials/employees.

For strict compliance.



CARLITO M. CASTILLO

HRMD/MOSP/MIG/VPG/hmcom