



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

DEPED MALAYBALAY CITY DIVISION

RELEASED

DATE: 07 JUN 2020 9:50  
BY: [Signature]

Division Memorandum  
No. 203 series of 2020

TO : Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Elementary and Secondary School Heads  
All Others Concerned

FROM : **VICTORIA V. GAZO, PhD, CESO V**  
Schools Division Superintendent

DATE : May 29, 2020

RE : **SUBMISSION OF TRAVEL MONITORING REPORT AMONG TEACHING  
AND NON-TEACHING PERSONNEL TO AND FROM THE PROVINCE OF  
BUKIDNON**

1. This Office directs the field to submit travel monitoring report among teaching and non-teaching personnel to and from the Province of Bukidnon in compliance with the herein letter request from the Malaybalay City Health Office dated May 20, 2020 re: Submission of the list of employees who are non-residents of Malaybalay City and Executive Order No. 21, s. 2020 re: An order prescribing new guidelines under General Community Quarantine effective April 27, 2020 in the Province of Bukidnon.
2. All School Heads and Unit Heads are requested to provide this Office through their respective District Nurses thru a short message service (SMS) the following details, to wit:
  - a. Name and contact number
  - b. School/District
  - c. Present Address (Bukidnon)
  - d. Dates of Travel
  - e. Specific Destinations of Travel and/or Home Address outside Bukidnon
3. This Office would like to reiterate Section 8 of EO No. 21, s. 2020, "*Workers or employees residing outside the province shall be allowed entry, subject to presentation of proper identification, certificate of employment and/or passes. In addition, thereto, said workers or employees are required to present a certification issued by the Municipal or City Health Officer that said person is not a PUM or a PUI.*"
4. Further, employees of this division classified as Authorized Persons Outside Residence (APOR) and who are directed to report to their respective stations shall subject themselves directly for screening at the Enhanced Screening Area (ESA) at Freedom Park, Malaybalay City on the same day before reporting to his official station
5. Shall there be queries, contact MARCOS JULITA K. FULGENCIO, DMD, Dentist II, through 0906-796-8794.

Encl:

As stated

Copy Furnished:

SGOD-School Health Unit  
Records Unit



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)



Republic of the Philippines  
Province of Bukidnon  
**CITY HEALTH OFFICE**  
**CITY OF MALAYBALAY**

No. 20-0000 221-2342 221-4999  
Fax no. 2222-221-2342

May 20, 2020

Sir/Madame:

Greetings!

We wish to extend this advise, pursuant to an Executive Order No. 21 s. 2020 An Order Prescribing New Guidelines under General Community Quarantine effective April 27, 2020 in the province of Bukidnon specifically cited Section 8 & 10 of that provision for all non-residents of Bukidnon working as APOR ( Authorized Person Outside Residence) and authorized government officials. In the advent of pursuing the highest good and welfare amidst the COVID – 19 pandemic, the City Health Office would like to ask your office to adhere to submitting a list of employees who are non-residents of Malaybalay City, an office order to report to the workplace and upon reporting as scheduled be subject to a screening at the Enhanced Screening Area ( ESA ) at the Freedom Park, Malaybalay City every Monday or according to the arranged schedule of duty of your agency.

We are anticipating the kind cooperation of everyone against the spread of the dreaded disease.

Truly yours,

  
**DENNIS R. BENGALAN, M.D.**  
City Health Officer II

Executive Order No. 21  
Series of 2020

**AN ORDER PRESCRIBING NEW GUIDELINES UNDER GENERAL  
COMMUNITY QUARANTINE EFFECTIVE APRIL 27, 2020 IN THE  
PROVINCE OF BUKIDNON**

**WHEREAS**, the guidelines prescribed by Executive Order No. 20, s. 2020 for the strict implementation of the General Community Quarantine in the province will expire this April 26, 2020.

**WHEREAS**, IATF Resolution and PRDD National Address dated April 24, 2020, classified the Province of Bukidnon as a Low-risk area to remain under general community quarantine.

**WHEREAS**, the guidelines set by the IATF under general community quarantine for Low-risk areas shall be adopted by the Province of Bukidnon.

**NOW THEREFORE, I, JOSE MA. R. ZUBIRI, JR.**, Provincial Governor of Bukidnon, by virtue of the powers vested in me by law, do hereby prescribe the following guidelines and precautionary measures for the duration of the general community quarantine:

**Section 1.** The guidelines provided herein shall be adopted in the Province of Bukidnon for the duration of the general community quarantine.

**Section 2.** General public may go out to buy basic necessities. But high-risk populations: Ages 0-20 & 60 and up must remain at home. Persons with age ranging from 21 years old but below 60 years old who reside with co-morbidities or other risk factors shall stay at home.

**Section 3.** Pursuant to DILG MC No. 2020-071 and SP Ordinance No. 2020-021R (26<sup>th</sup> SP), dated April 7, 2020, all persons are enjoined to wear facemasks in all places outside their residence.

**Strict social distancing** shall be observed at all times for the duration of the general community quarantine, in accordance with national guidelines and health advisories.

**Section 4.** Mass gatherings and religious activities shall continue to be prohibited.

**Section 5.** Essential business establishments, offices, and activities, of those relating to agriculture, food manufacturing and its entire supply chain, food retail (delivery and take outs only), grocery stores, convenience stores and sari-sari stores, health care, logistics, telecommunications, water, energy, internet providers, and media, shall remain open.

Other business and industries, such as production, manufacturing, construction, quarrying, e-commerce, delivery, repair services, maintenance and housing may resume operations, provided that they observe the minimum prescribed standards on social distancing and other precautionary measures.

Those in finance, business process outsourcing (BPO), non-leisure trade, and other similar services can operate on reduced capacity.

Schools, amusement centers, leisure facilities, gaming, tourism services and the following establishments, shall continue to be closed:

- a. Barbershops and beauty parlors/salons;
- b. Massage clinics and spas;
- c. Cinemas and movie houses;
- d. Bars and KTVs;
- e. Leisure and gaming;
- f. Indoor and outdoor sports facilities and playground;
- g. Resorts, swimming pools, parks, tourism sites and other recreational facilities; and
- h. Cockpits, billiard halls, and gyms.

The authority to decide which non-essential establishments and offices shall not be allowed to resume operation is delegated to the CLGU/MLGU concerned. The CLGUs and MLGUs shall issue an advisory accordingly.

**Section 6.** All establishments and offices resuming operations must implement safety and precautionary measures like mandatory temperature check, wearing of masks and alcohol use in their respective establishments in accordance to DOH and IATF-MEID guidelines.

**Section 7.** All establishments shall be subject to random inspection to ensure observance and implementation of safety precautionary measures.

The city and municipal mayors shall create an inspectorate team for the purpose of conducting random inspections on all establishments within their respective locality. The inspectorate team shall submit a weekly inspection report to the Provincial COVID-19 Task Force.

In case of multi-national companies/industries/establishments, the inspectorate team of the Provincial COVID-19 Task Force shall be in charge to conduct the inspection.

**Section 8.** Workers or employees residing outside the province shall be allowed entry, subject to presentation of proper identification, certificate of employment and/or passes. In addition thereto, said workers or employees are required to present a certification issued by the Municipal or City Health Officer that said person is not a PUM or a PUI.

**Section 9.** All farming and fishing activities shall continue, to ensure sufficient food supply across the country. These activity includes but not limited to land preparation, planting, crop maintenance, harvesting, threshing, drying, milling, sorting, packaging and trading.

**Section 10.** Provincial border checkpoints shall continue to operate and function. Entry to and exit from the Province of Bukidnon shall be regulated and all non-residents of the province shall be denied entry except:

- a. Health workers;
- b. Authorized government officials;
- c. Those travelling for urgent and necessary medical or humanitarian reasons. Provided, that the patient shall present a doctor's referral;
- d. Persons transiting to airports/seaports for essential and authorized travel;
- e. Persons providing basic services and public utilities; and
- f. Labor and workforce of businesses authorized to resume operations.

The above enumerated persons shall be subjected to thorough inspection at the quarantine control points, required to present a valid identification, and proof of employment or purpose of travel. In any case, all persons exhibiting any of the symptoms of COVID-19, or is a PUM, PUI and COVID-19 suspect, probable, or confirmed case shall be denied entry to the province.

**Section 11.** Transport of cargo whether food or non-food and other supplies for the establishments permitted to operate shall remain unhampered, subject to the presentation of the necessary passes issued by the Department of Agriculture (DA) and other concerned agencies. Provided that, only one (1) driver and one (1) helper is allowed per truck or vehicle transporting cargo, goods and supplies.

**Section 12.** Public transportation may resume their operations. Provided that, transport operations shall be strictly limited within the province only. Provided further that, public transport vehicles are advised to carry 50% of their normal capacity only and ensure the observance of strict social distancing and wearing of facemasks or coverings.

**Section 13.** Private vehicles shall continue to observe strict social distancing. Motorcycle may be allowed to carry one (1) passenger, provided that they belong to the same household and shall present the necessary identifications to prove that they are indeed from the same household.

**Section 14.** Curfew shall continue to be strictly imposed in the entire province of Bukidnon from 8 o'clock in the evening up to 5 o'clock in the morning.

**Section 15.** All CLGUs/MLGUs providing food assistance are advised to implement house to house distribution to prevent mass gathering.

All NGOs, civic organizations and individuals extending any form of assistance shall coordinate with the respective CLGU/MLGU in order to comply with proper distribution procedure protocols.

**Section 16.** All OFW and returning residents to province of Bukidnon shall be required to present certificates or clearance as evidence that they have undergone fourteen (14) day quarantine procedure prior to their travel home. In addition, said persons are required to report to their local BHERTs and undergo fourteen (14) day quarantine in their respective homes or barangay health facilities to ensure the safety of the community. The BHERT and local CHO/MHO shall strictly monitor their quarantine period.

All CLGU and MLGU are required to provide transport assistance to the above mentioned returnees, through their CDRRM/MDRRM offices.

**Section 17.** Transport of cadavers shall be required to secure a certificate to transport. In addition, the person in charge must secure a certification from

the hospital or medical facility indicating the deceased is COVID-19 free. Transport shall be undertaken by the local CDRRM/MDRRM vehicle.

**Section 18.** It shall be the responsibility of the MLGU/CLGU to implement and enforce the provisions of this order.

The MLGU/CLGU may issue supplementary guidelines applicable to their respective municipalities/cities which must conform to this order and other national issuances.

**Section 19.** These guidelines shall take effect on April 27, 2020 and shall remain in effect for the duration of the general community quarantine unless earlier revoked.

Done this April 25, 2020, Malaybalay City, Bukidnon.



**JOSE MA. R. ZUBIRI, JR.**  
Provincial Governor