



OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 2021 – 25 Series of 2021

AN ORDER IMPLEMENTING THE SAFETY SEAL CERTIFICATION PROGRAM AND CREATING THE MUNICIPALITY OF BULAKAN SAFETY SEAL CERTIFICATION COMMITTEE

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

WHEREAS, the presence of new variants of SARS-CoV-2 has been confirmed in the Philippines and are believed to be one of the major factors affecting the surge in cases of COVID-19 in the country;

WHEREAS, to contain the spread of COVID-19 and prevent future surges, there is a need to enforce strict compliance with the Minimum Public Health Standards (MPHS) especially in business establishments and major public places;

WHEREAS, the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF) adopted StaySafe.ph as the official digital contact tracing application of the government and the institution of a Safety Seal Certification Program to ensure compliance with MPHS;

WHEREAS, DOLE-DOH-DILG-DOT-DTI JOINT MEMORANDUM CIRCULAR NO. 21-01, Series of 2021, was issued to detail the requirements to secure a Safety Seal which shall include the adoption of the StaySafe.ph application and generation of its QR Code to be displayed in all entrances;

WHEREAS, the Municipal Government must implement the aforesaid issuance in relation to the grant of and retention of the Safety Seal certification;

WHEREAS, R.A. 7160, otherwise known as the Local Government Code of 1991, authorize the Municipal Mayor to carry out such emergency measures as may be necessary during and in the aftermath of man-made and natural disasters and calamities;

NOW, THEREFORE, I, VERGEL C. MENESES, Municipal Mayor of Bulakan, by virtue of the powers vested in me by law, do hereby order:

SECTION 1. SAFETY SEAL CERTIFICATION PROGRAM. The Safety Seal Certification Program aims to assure the consumers and the public in general of establishments' compliance with the minimum public health standards set by the government, where the adoption of StaySafe.ph digital contact tracing application is highly encouraged to strengthen the contact tracing initiative of the government, to effectively contain the spread of COVID-19 and safely reopen the economy.

SECTION 2. THE MUNICIPALITY OF BULAKAN SAFETY SEAL CERTIFICATION COMMITTEE. The Municipality of Bulakan Safety Seal Certification Committee (BULAKAN-SSCC) shall be composed of the following:

Chairperson	MR. RONNEL LIBELO Business Permit and Licensing Officer
Co-chairperson	MR. JONES OLIVERA Local Economic and Investment Promotion Officer
Members	DRA. MARIA ELISA VILLANUEVA Municipal Health Officer ENGR. MA. EMMIE FERNANDO Municipal Engineer MR. RIZALDY SAMONTE Municipal Environment and Natural Resources Officer (OIC) MR. RUEL BERNABE Municipal Public Employment Service Officer MRS. ELIZABETH SALVADOR Municipal Agriculturist MRS. EVELYN VILLALUZ Municipal Information Officer MR. JOHN PAUL GABRIEL Information Technology Officer PLTCOL DOMINADOR IGNACIO Bulakan PNP Chief MR. ARCHIE CORONEL Municipal Local Government Operation Officer
Secretariat	Business Permit and Licensing Office (BPLO)

SECTION 3. DUTIES AND RESPONSIBILITIES OF BULAKAN-SSCC. The following shall be the duties and responsibilities of the Municipality of Bulakan Safety Seal Certification Committee:

- a) Ensure that the guidelines under DOLE-DOH-DILG-DOT-DTI JOINT MEMORANDUM CIRCULAR No. 21-01, Series of 2021, are fully implemented;
- b) Monitor the implementation of the safety seal program and the adoption of StaySafe.ph by all establishments covered hereunder;
- c) Determine the form of Safety Seal to be issued (i.e. printed stickers or digital form or both), supply the details for its security features, and determine how the seal shall be issued;

- d) Supply the procedures and protocols on conducting the inspection, up to the issuance of the safety seal, including the logistical concerns of certification;
- e) Formulate a checklist for the use of the Safety Seal Inspection Team in evaluating the eligibility of an establishment to Safety Seal Certification;
- f) Set the schedule of inspections of the Safety Seal Inspection Team;
- g) Ensure that only those duly-validated establishments are issued with the official safety seal;
- h) Conduct regular monthly meetings for status updates, monitoring, and grievance reporting/resolution;
- i) Prepare and submit monthly accomplishment and status reports to the Municipal Mayor;
- j) Such other tasks which are incidental to the exercise of their duties hereunder.

SECTION 4. THE SAFETY SEAL INSPECTION TEAM. The Safety Seal Inspection Team (SSIT) shall be composed of representatives from the following offices:

Team Leader	Business Permit and Licensing Office
Members	Municipal Health Office Municipal Environment and Natural Resources Office Municipal Engineer's Office Municipal Public Employment Service Office Bulakan PNP DILG Municipal Information Office

SECTION 5. DUTIES AND RESPONSIBILITIES OF SSIT. The following shall be the duties and responsibilities of the Safety Seal Inspection Team:

- a) Conduct ocular inspection at the applicant's establishment;
- b) Evaluate the eligibility of an establishment to Safety Seal Certification using the checklist provided by the BULAKAN-SSCC;
- c) Attach the Safety Seal Sticker in the main entrance of eligible establishments approved by the BULAKAN-SSCC;
- d) Monitor the compliance of establishments granted with Safety Seal Certification;
- e) Perform such other tasks charged by the BULAKAN-SSCC.

SECTION 6. ESTABLISHMENTS COVERED BY THE MUNICIPALITY'S SAFETY SEAL. The Municipal Government of Bulakan shall issue the safety seal for the following establishments (Closure Areas):

- a. Malls
- b. Wet markets
- c. Other retail stores

- d. Restaurants outside Hotels/Resorts
- e. Fast food, Eateries, Coffeeshops, etc.
- f. Banks, money changers, pawnshops, remittance centers
- g. Car wash
- h. Laundry service centers
- i. Sports centers
- j. Tutorial, Testing, and Review Centers
- k. Gyms
- l. Spas
- m. Cinemas
- n. Arcades
- o. All other private establishments catering to the public

SECTION 7. SAFETY SEAL ELIGIBILITY CHECKLIST. The following eligibility requirements must be completed and duly-validated by the Safety Seal Inspection Team to qualify for the Safety Seal certification:

- 1. Mayor's Permit (for business establishments)
- 2. Establishment's registration and use of StaySafe.ph
- 3. Enforcement of the Minimum Public Health Standards
 - 3.1. Putting up of Screening or Triage area at different points-of-entry;
 - 3.2. Employees submit health declaration and/or symptoms are assessed;
 - 3.3. Display of signage stating "No facemask, No face shield, No entry" at the entrance of the establishment;
 - 3.4. Temperature screening of customers/visitors prior to entry;
 - 3.5. Customer/visitor registration and check-in with StaySafe.ph prior to entry;
 - 3.6. Isolation area shall be installed for symptomatic employees, as applicable;
 - 3.7. Availability of handwashing stations and/or alcohol for customers/visitors upon entry;
 - 3.8. Observance of physical distancing or spacing through installation of physical barriers or markings in enclosed areas where physical distancing may be compromised, i.e., blocking off of chairs, use of markers or stickers on the floor for spacing, etc.;
 - 3.9. Availability of water supply, soap and hand drier equipment in restrooms;
 - 3.10. Both business front liners and customers wear face mask and face shield at all times, and wear other protective outer garments as warranted;
 - 3.11. Establishment of a referral system for medical and psychosocial services;
 - 3.12. Designation of Safety Officer;
 - 3.13. Adequate air exchange/ventilation in enclosed (indoor) areas;
 - 3.14. Practice of regular disinfection/sanitation of desks, tables, counters, pens, doorknobs, equipment, devices, workstations, comfort rooms, and other high-touch surfaces;
 - 3.15. Facility for proper storage, collection, treatment, and disposal of used facemasks and other infectious waste;

SECTION 8. APPROVAL OF APPLICATION AND ISSUANCE OF SAFETY SEAL. The SSCC shall determine, through a Resolution, approved by the majority members of the committee, the procedure on the approval of Safety Seal application and issuance thereof. It shall include the form of the safety seal, database maintenance, monitoring, and reporting.

SECTION 9. INCORPORATION CLAUSE. DOLE-DOH-DILG-DOT-DTI JOINT MEMORANDUM CIRCULAR NO. 21-01, Series of 2021, and such other pertinent laws, rules and regulations that have been issued and/or will be issued by the authorized officials and agencies of the national government in relation to the issuance of Safety Seal, are hereby adopted, incorporated herein, and shall form integral parts hereof.

SECTION 10. SEPARABILITY CLAUSE. Should any provision of this Order be declared unconstitutional or inconsistent with law, the other remaining parts thereof shall remain valid in full force and effect.

SECTION 11. EFFECTIVITY. This Executive Order shall take effect immediately.

SECTION 12. ORDER TO CAUSE INITIAL MEETING. The Safety Seal Certification Committee, through the initiation of the Chairperson, is ordered to organize their initial meeting immediately upon receipt of a copy of this Executive Order.

DONE this 29th day of July 2021, hereat the Municipality of Bulakan, Bulacan.


VERGEL C. MENESES
Municipal Mayor