SUPPLEMENTAL GUIDELINES RELATIVE TO REMEDIAL MEASURES IN VIEW OF
THE ONGOING OUTBREAK OF CORONAVIRUS DISEASE 2019 (COVID-19)

In view of the COVID-19 pandemic as declared by the World Health
Organization thereby raising the Code Alert System to Code Red Sub-level 2,
and pursuant to the directive of President Rodrigo Roa Duterte, the following
guidelines are hereby issued to help ensure containment of COVID-19
transmission through adoption of flexible work arrangements and observance
of strict social distancing measures, i.e. at least one (1) meter radius between
and among workers:

1. As better alternatives to outright termination of the services of the
employees or the total closure of the establishments, flexible work
arrangements referred to under Labor Advisory No. 09, Series of 2020,
including, but not limited to, other work arrangements, such as
telecommuting, work from home, reduction of workdays/hours,
rotation of workers and forced leaves, are hereby reiterated and highly
encouraged in establishments that continue to operate.

2. All manufacturing, retail and service establishments are advised to
remain in operation during the community quarantine period, provided
that social distancing and other safety and health measures are strictly
observed.

3. The leaves of absence during the community quarantine period shall be
charged against the workers’ existing leave credits, if any. Remaining
unpaid leaves during said period may be covered and be subject to the
conditions provided in the DOLE’s proposed COVID-19 Adjustment
Measures Program.

4. Residents of nearby cities and/or municipalities outside the National
Capital Region who work in Metro Manila shall be allowed to report for
work provided that they present proof of employment and residency in
checkpoints such as:

a. Identification card (ID) containing the company address/place of
work and employee’s place of residence; or
b. Certification of employment issued by the company which shall state the place of work.

The same shall apply to residents in Metro Manila who work in nearby cities and/or municipalities outside the National Capital Region.

5. Self-employed workers shall be allowed to travel to and from the NCR. Provided, that proof of business or economic activity must be presented at border checkpoints.

6. Those delivering goods such as food, raw materials, etc. should have access in Metro Manila, provided that they present proof of delivery receipt stating the address of the establishment to receive the goods.

7. All healthcare facilities shall be fully operational and their employees shall be allowed to move from Metro Manila to other regions and vice versa.

8. The Department of Labor and Employment, through the Regional Offices, shall strictly enforce the implementation of this Labor Advisory.

Be guided accordingly.

[Signature]

SILVESTRE H. BELLO III
Secretary

[Date] March 2020
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