



SAFETY SEAL CERTIFICATION TOOL KIT

CITY GOVERNMENT OF PARANAQUE

DOLE-DOH-DILG-DOT-DTI JOINT MEMORANDUM CIRCULAR NO. 21-01, SERIES OF 2021

SAFETY SEAL



**We follow safety
& health protocols
against Covid-19**



1. BUSINESS REGISTRATION

COMPLIANCE:

- ◆ Valid and Updated Business Permit
- ◆ Business in good standing



2. STAYSAFE.PH CONTACT TRACING

COMPLIANCE:

- ◆ StaySafe.ph QR code posted on all entrances
- ◆ Own Contact tracing system, integrated with StaySafe.ph



3. MINIMUM PUBLIC HEALTH STANDARDS

THERMAL SCANNER

COMPLIANCE:

- ◆ Equipped with thermal scanner/thermal gun
- ◆ Situated at all entrances

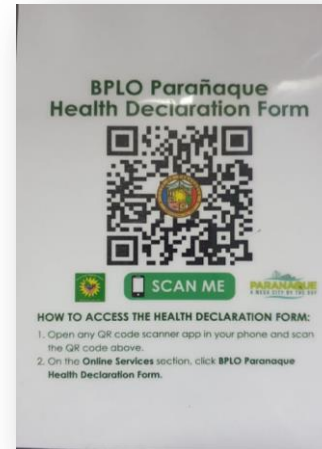


3. MINIMUM PUBLIC HEALTH STANDARDS

HEALTH DECLARATION SHEETS

COMPLIANCE:

- ◆ Provision of Electronic or Physical Health Declaration



CITY GOVERNMENT OF PARANAQUE
BUSINESS PERMITS AND LICENSING OFFICE
HEALTH DECLARATION FORM
(PAMAYAG TUNGKOL SA KALUSUGAN)

PALAMANA: Akinrood sa RA 11459, "Bayanin to Heal as One Act", at gabatres ng COVID-19, na patuloy na ginagamit sa Lungsod ng Paranaque, at bilang pag-iingat at pag-iwas sa pagpapaligay nito, mangyayari nang na sagutan ang Health Declaration Form. Sa pagpapagat nito, ipapahimukutan mo ang lungsod ng Paranaque sa pag-protesta ng anumang personal o senyadong impormasyong na maaaring maitatag.

PART I: IMPORMASYON (PANGALAN) (GITNANG PANGALAN)

PETA NGAYON ARAW:	KASARIAN:	EDAD:	KABANSANAN:
PANGUNAHANG ADDRESS UNIT NO.	STREET	BARANGAY	CITY
ADDRESS NG OFISINA UNIT NO.	STREET	BARANGAY	CITY
CONTACT/MOBILE NOS.	EMAIL ADDRESS	TRABAHO:	
SADYA NG PAGPUNTA:	TEMPERATURE READING:		

PART II: MGA KATANUNGAN

IKAW BA AY BUMIYAHÉ PALABAS NG BANSA SA NAKALIPAS NA 14 ARAW? ☐ Oo ☐ Hindi
KUNG OO, SAANG LUGAR?

IKAW BA AY BUMIYAHÉ SA LABAS NG METRO MANILA SIMULA SA NAKALIPAS NA 14 ARAW?
☐ Oo ☐ Hindi
KUNG OO, SAANG LUGAR?

MAY NAKASALAMULA KA BA NA MAY LAGATNI UBO? EPIYOR O NAMAMAGANG LALAMUNAN SA NAKARANG 14 NA ARAW? ☐ Meron ☐ Wala ☐ Ba pa

MAY NAKASAMA KA BA SA TRABAHO O SA BAHAY NA NAKUMIMPANG MAY COVID-19?
☐ Meron ☐ Wala ☐ Ba pa

IKAW BA AY NAKAKARAMDAM NG ALAMAN SA MGA SUMUSUNOD?

<input type="checkbox"/> Lagot	<input type="checkbox"/> Pananakit ng Katabwan	<input type="checkbox"/> Pananakit ng Uto
<input type="checkbox"/> Uto	<input type="checkbox"/> Hirap sa Paghinga	<input type="checkbox"/> Maraming Paralisa o Pang-ayon
<input type="checkbox"/> Isyon	<input type="checkbox"/> Madulas sa Pagdurit	<input type="checkbox"/> Pananakit ng Dibdib
<input type="checkbox"/> Maging Mapagot	<input type="checkbox"/> Pananakit ng Lalunuran	

DECLARATION AND DATA PRIVACY CONSENT: Ang impormasyong ibinigay sa ito, tama at kumpleto. Nauunawian ko na ang hindi ko pagpapagat sa anumang katanungan o pagpapagat ng hindi totoo ang kasagutan at may karapatanang pautusa sa lahat ng batas. Ako ay kuaa at malayang nagbibigay ng informasyon sa pagpapagat ng pagpapaligay ng mga personal na impormasyong ibinigay akinrood sa BPO Parañaque Covid-19 Health Declaration Form. Ipapahimukutan na ang impormasyong ibinigay sa itaas ay gagamitin nang ayon sa BPO Parañaque Health Declaration Form ayon sa Data Privacy Act of 2012.

PANGALAN AT LAGDA **PETA**

Para sa mga karagdagang katanungan, maaari kayo mangipag-ugnayan sa questions@bpo paranaque.com o tumawag sa (02) 8823 0822.

PARANAQUE
A MEGA CITY BY THE BAY

3. MINIMUM PUBLIC HEALTH STANDARDS

ISOLATION AREA

COMPLIANCE:

- ◆ Establishment has designated isolation area for symptomatic clients/employees
- ◆ Isolation area c/o mall/commercial center



3. MINIMUM PUBLIC HEALTH STANDARDS

BHERTS & COVID-19 HOTLINES

COMPLIANCE:

- ◆ Contact details posted in conspicuous areas



3. MINIMUM PUBLIC HEALTH STANDARDS

SANITIZERS / HANDWASHING

COMPLIANCE:

- ◆ Sanitizers/alcohol readily available for employees and clients
- ◆ Hand-washing stations with hand drying equipment/supply



3. MINIMUM PUBLIC HEALTH STANDARDS

PHYSICAL BARRIERS/VISUAL CUES

COMPLIANCE:

- ◆ Sanitizers/alcohol readily available for employees and clients
- ◆ Hand-washing stations with hand drying equipment/supply



3. MINIMUM PUBLIC HEALTH STANDARDS

PERSONNEL IN CHARGE

(TO MAINTAIN SOCIAL DISTANCING & HEALTH PROTOCOLS)

COMPLIANCE:

- ◆ Name of personnel-in-charge
- ◆ ID/ Memo of designation, if any



3. MINIMUM PUBLIC HEALTH STANDARDS

ADEQUATE AIR EXCHANGE

COMPLIANCE:

- ◆ Secure copy of DOLE Department Order 224-21
- ◆ Exhaust/Door opening to allow air flow
- ◆ Air purifying/sanitizing system
- ◆ Compliance of common ventilation system



3. MINIMUM PUBLIC HEALTH STANDARDS

DISINFECTION/SANITATION

COMPLIANCE:

- ◆ Secure copy of DOH Memorandum 2020-0157
- ◆ Log schedule of cleaning/disinfection
- ◆ Pictures of actual disinfection



3. MINIMUM PUBLIC HEALTH STANDARDS

SAFETY OFFICER

- ◆ **Coordinate** with the appropriate bodies for support and referral to **community-based isolation** facilities for confirmed cases with mild symptoms, and to health facilities for severe and critical care;
- ◆ Undertake **contact tracing** or coordinate the conduct thereof; and
- ◆ **Monitor status** of employees quarantined or isolated; and
- ◆ Implement **return to work** policies.

COMPLIANCE:

- ◆ Name of Safety Officer
- ◆ ID or Office Memo designation

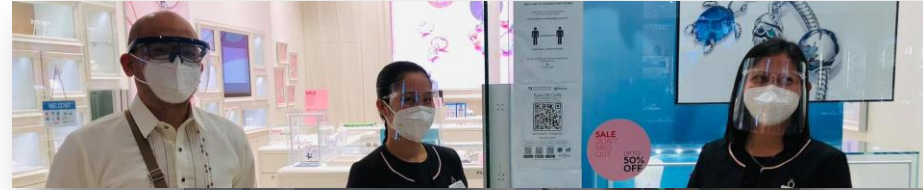


3. MINIMUM PUBLIC HEALTH STANDARDS

WEARING OF FACE MASK AND FACE SHIELD

COMPLIANCE:

- ◆ Signage
- ◆ Clients and Personnel wearing face mask and face shield



3. MINIMUM PUBLIC HEALTH STANDARDS

STORAGE FACILITY FOR INFECTIOUS WASTE

COMPLIANCE:

- ◆ Infectious Waste Segregation
- ◆ Designated waste disposal for used face mask and face shield

