



REPUBLIC OF THE PHILIPPINES  
CITY OF IMUS | PROVINCE OF CAVITE  
OFFICE OF THE CITY MAYOR

**EXECUTIVE ORDER NO. 55**  
*Series of 2022*

**AN ORDER UPDATING THE CITY OF IMUS COVID-19 ACTION PLAN**

**WHEREAS**, Executive Order No. 151 (s.2021) issued by the President of the Philippines, on November 11, 2021, approved the national roll-out of the Alert Level System and adopted the guidelines as the guidelines to be implemented and enforced in all areas under the Alert Level System, in response to COVID-19 Pandemic.

**WHEREAS**, this is to replace the previous action plan Executive Order No. 45-A Series of 2020 "**AN ORDER ADOPTING THE CITY OF IMUS COVID-19 ACTION PLAN**".

**WHEREAS**, in compliance with the said order, the City Government of Imus adopts the IATF "GUIDELINES ON THE NATIONWIDE IMPLEMENTATION OF ALERT LEVEL SYSTEM FOR COVID-19 RESPONSE" issued last June 27, 2022, and issued additional interim guidelines.

**WHEREAS**, the City Disaster Risk Reduction and Management Office and the City Epidemiology and Surveillance Unit under the City Health Office, formulated the City of Imus COVID-19 Action Plan to contain, prevent, and eliminate the threat of COVID-19.

**NOW, THEREFORE**, by virtue of the power vested in me by law, I, **ALEX L. ADVINCULA**, Chairperson CDRRMC, City Mayor, City of Imus, Province of Cavite, do hereby order the updating of the City of Imus COVID-19 Action Plan, to wit:

**Section 1. Priority Actions-**

1. Funds must be readily available for six (6) months to sustain the government's efforts.
2. Unhampered delivery of food products.
3. Maintain mobilization of government resources to sustain operations.
4. Continuous provision of essential services such as banks, telecommunication, power, water, and other critical facilities.
5. Protection of front liners and ensuring enough supplies of personal protective equipment (PPE).



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6. Information sharing particularly in the contact tracing process for Confirmed COVID-19 patients, Probable cases, and Suspect cases.

**Section 2. OBJECTIVES OF THE CITY ACTION PLAN.**

1. PROVISION OF CLEAR, ACCURATE, AND TIMELY INFORMATION TO SUPPORT THE OPERATIONS AGAINST COVID-19

<b>GOALS</b>	<b>APPROACHES</b>	<b>TASKS</b>
<ul style="list-style-type: none"> <li>▪ Continuing the Established Information Management System</li> </ul>	<ul style="list-style-type: none"> <li>▪ Assessing the data collection processes</li> </ul>	<ul style="list-style-type: none"> <li>▪ Evaluating the Developed Reporting System (DOH, DOST, DILG, DSWD, OCD)</li> <li>▪ Continuing the current Regular Updating (DOH)</li> <li>▪ Assess the outbreak situation</li> <li>▪ Continual analysis of information about the infection and the effectiveness of countermeasures.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Encourage active participation and cooperation of the general public during Alert level 1</li> </ul>	<ul style="list-style-type: none"> <li>▪ Maintain massive information campaigns</li> </ul>	<ul style="list-style-type: none"> <li>▪ Conduct Press Release/ Regular Updates (TRIMP)</li> <li>▪ Sharing of best practices from other municipalities/provinces</li> <li>▪ Participation of BHERT</li> </ul>



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**2. CONTAINMENT AND MITIGATION OF THE SPREAD OF COVID-19**

<b>GOALS</b>	<b>APPROACHES</b>	<b>TASKS</b>
<ul style="list-style-type: none"> <li>▪ Strengthen prevention measures.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Intensify information dissemination.</li> <li>▪ Maximize minimum safety health protocol.</li> <li>▪ Re-assessment of hospital protocol on infection control measures.</li> <li>▪ Vaccination of all residents of the city.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Conduct community assembly.</li> <li>▪ Posting of information on every barangay's FB Page.</li> <li>▪ Validation of BHERT duties and responsibilities</li> <li>▪ Observe minimum safety health protocol such as social distancing, frequent hand washing and disinfecting; and wearing of a mask.</li> <li>▪ Conduct seminars to infection control nurse/doctors to update safety protocols.</li> <li>▪ Ensures that all residents are fully vaccinated.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Early disease detection.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increase testing capacity thru RT-PCR or Antigen.</li> <li>▪ Active contact tracing to clients with close contact.</li> <li>▪ Ensure testing to clients reported as COVID suspect and probable.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Conduct community testing.</li> <li>▪ Facilitate testing to close contacts that manifested any symptoms.</li> <li>▪ Ensure testing for COVID suspects and probable cases.</li> <li>▪ Mandatory testing to employees in a company that requires face-to-face in their line of work.</li> </ul>





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- Implement proper isolation, treatment, and reintegration into the community.
- Dissemination of information on proper isolation protocol.
- LGU-owned isolation facility.
- Updates on isolation and quarantine protocols.
- Implementation of proper isolation and quarantine at home or the facility.
- During alert level 1, isolation and quarantine of fully vaccinated COVID confirmed patients were reduced to 7 days and patients who are in close contact with the positive patient should not be required to undergo quarantine if the patient does not have any symptoms.
- COVID confirmed patients with partial or no vaccination should undergo 10 days of quarantine and close contact with the same status should undergo 14 days of quarantine.
- Building of LGU-owned isolation facility
- Posting on social media platforms for updates on isolation and quarantine.



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**3. SUSTAINMENT OF THE CONDUCT OF OPERATIONS AGAINST COVID-19**

<b>GOALS</b>	<b>APPROACHES</b>	<b>TASKS</b>
<ul style="list-style-type: none"> <li>▪ Sustainment of Human Resource</li> </ul>	<ul style="list-style-type: none"> <li>▪ Protect medical front liners from the risks</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increase immunity</li> <li>▪ Impose schedule rotation of front liners</li> <li>▪ Conduct a periodic test of medical front liners</li> </ul>
<ul style="list-style-type: none"> <li>▪ Sustainment of logistical requirements</li> </ul>	<ul style="list-style-type: none"> <li>▪ Continuous provision of supplies and services</li> <li>▪ Maintain buffer stock</li> <li>▪ Improve the health facilities by isolating the confirmed and confirmed suspected cases in different wards</li> </ul>	<ul style="list-style-type: none"> <li>▪ Provide needed supplies and services</li> <li>▪ Establish a safe and orderly distribution system for food and non-food Items</li> <li>▪ Increase production of basic necessities</li> <li>▪ Designate specific areas for segregation of patients</li> <li>▪ Set up additional isolation and emergency treatment facilities</li> <li>▪ Impose mandatory disinfection procedures in wards</li> </ul>
<ul style="list-style-type: none"> <li>▪ Sustainment of financial requirement</li> </ul>	<ul style="list-style-type: none"> <li>▪ Immediate release of funds</li> <li>▪ Request supplemental budget</li> </ul>	<ul style="list-style-type: none"> <li>▪ Ensure availability of funds</li> <li>▪ Expedite payment on obligated transaction</li> </ul>



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**4. MITIGATE THE CONSEQUENCES AND IMPACT OF THE CRISIS  
(SOCIAL, ECONOMIC, SECURITY)**

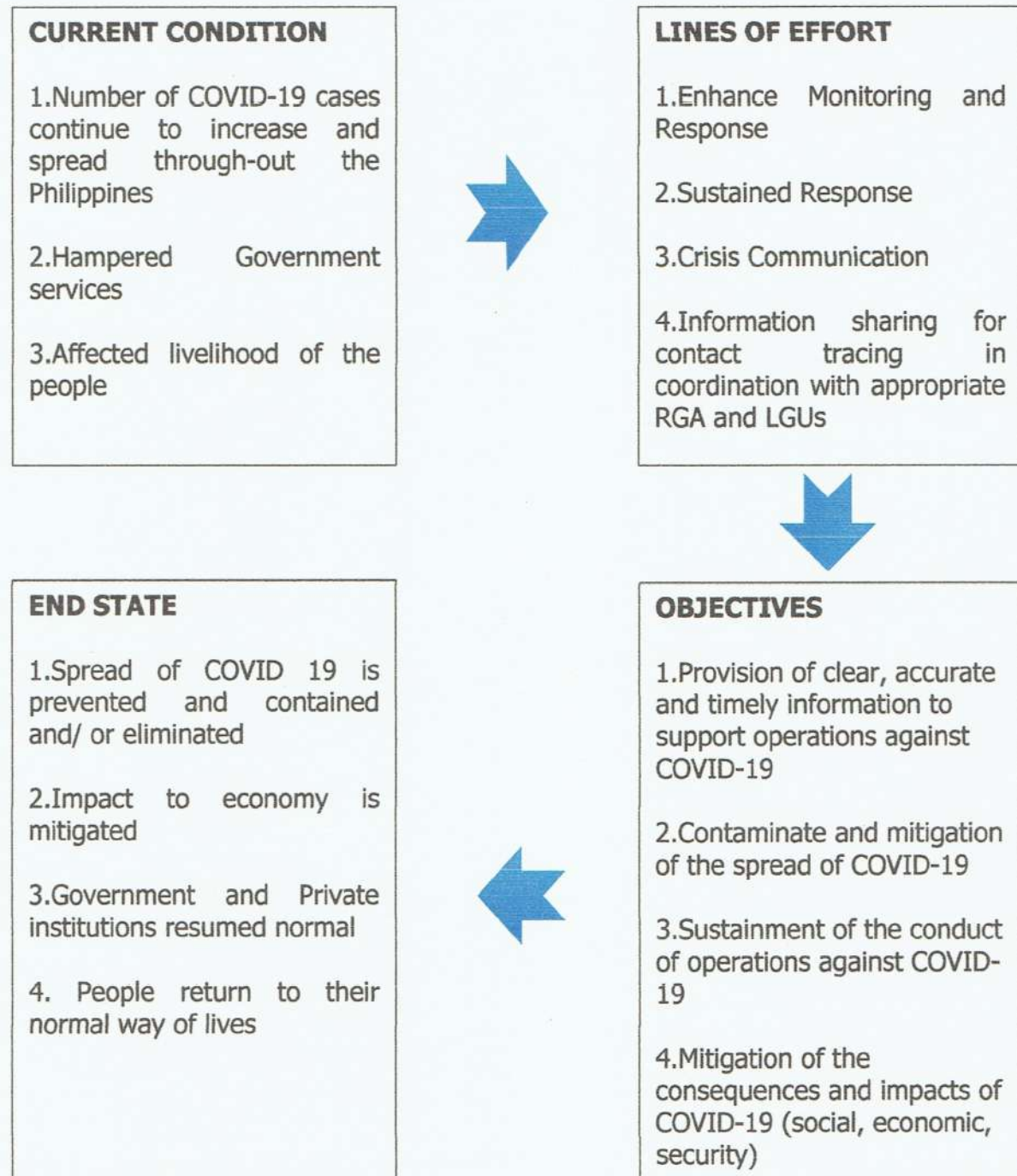
<b>GOALS</b>	<b>APPROACHES</b>	<b>TASKS</b>
<ul style="list-style-type: none"><li>▪ Maintain the economic stability of the country</li></ul>	<ul style="list-style-type: none"><li>▪ Continuous supply of goods and provision of services</li></ul>	<ul style="list-style-type: none"><li>▪ Establish a safe and orderly distribution system for food and non-food items</li></ul>
<ul style="list-style-type: none"><li>▪ Establish a safe and orderly distribution system for food and non-food items</li></ul>	<ul style="list-style-type: none"><li>▪ Visibility of law enforcers</li><li>▪ Continuous isolation</li><li>▪ Law enforcement for potential threats</li><li>▪ Long-term action plan (at least 6 months) to address the impact of the crisis</li><li>▪ Activation of community emergency plan</li></ul>	<ul style="list-style-type: none"><li>▪ Strict implementation of the Quarantine Act</li><li>▪ Introduction of a support plan for law enforcement</li><li>▪ assessment of the security situation in the LGU</li></ul>





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**Section 3. FRAMEWORK TO EMERGENCY RESPONSE SITUATION FOR COVID-19**





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**Section 4. CITY TASK GROUP COVID-19 AND ITS FUNCTIONS.**

**1. HEALTH CLUSTER**

**Local Health Officer – Cluster Lead**

Support Department/ Division	City Civil Registrar's Office City Planning and Development Office City Social Welfare Development Office General Services Office City Agriculture Office City Budget Office Philippine Red Cross Chapter Public Information Office Disaster Risk Reduction Management Office Private Organization Civil Society Organization Reservists
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- Ensure implementation of standards of care, infection prevention, and control procedures;
- Ensure the physical, mental, and psychosocial well-being of the affected population including the health workers and other frontliners;
- Set up additional isolation, emergency treatment units, and alternative shelters for the Confirmed, Suspected, and Probable COVID-19 patients;
- Ensure the safety and security of the health care workers and providers;
- Intensify conduct of decontamination/infection control procedures in all medical facilities and other government facilities;
- Prevent potential risks of the spread of zoonotic diseases (infectious agents) to humans;





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- Intensify contact tracing in collaboration with appropriate division/unit and BHERTS.

## **2. GOVERNANCE CLUSTER**

### **Local Government Operations Officer – Cluster Lead**

Support Department/ Division	City Tourism Office City Budget Office School Administration Disaster Risk Reduction Management Office City Assessor's Office City Engineering Office Commission on Higher Education Technical Education and Skills Development Authority Commission On Audit Private Organizations Civil Society Organization Reservists
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- Ensure operational functionality and continuity of all public offices that provide essential services;
- Coordinate the need for funding support for continuity of public services;
- Establish a network with non-government stakeholders to ensure continuity of public services;
- Monitor activation of business continuity plans of organizations that contribute to the delivery of essential public services.



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**3. ECONOMY CLUSTER**

**Planning and Development Officer – Cluster Lead**

Support Department/ Division	Price Monitoring Office Disaster Risk Reduction Management Office City Agriculture Office City Budget Office City Treasurer's Office City Assessor's Office City Engineering Office City Social Welfare and Development Office Private Organizations Civil Society Organization
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- Ensure supply allocation and price control/freeze;
- Activate and monitor business continuity plans;
- Recommend social welfare benefits for the population especially to the poorest of the poor;
- Provide timely recommendations to protect the economic interest.

**4. LAW AND ORDER CLUSTER**

**Chief of Police – Cluster Lead**

Support Department/ Division	City Local Government Office City Health Office Military Unit in the area Disaster Risk Reduction Management Office LCOO in the area Department of Interior and Local Government Department of Health Armed Forces of the Philippines National Bureau of Investigation
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Office of Civil Defense  
National Intelligence Coordinating Agency  
Philippine Coast Guard  
Bureau of Fire Protection  
Department of Transportation  
Department of Tourism  
Land Transportation Franchising and  
Regulatory Board  
Private Organizations  
Civil Society Organization

- Maintain law and order in the AOR;
- Ensure strict enforcement of the Quarantine Act (Republic Act No. 9271) and other relevant laws;
- Conduct biosecurity and biosafety surveillance at checkpoints;
- Secure transfer of patients to the appropriate health facilities;
- Strengthen crowd control measures and Enhanced Community;
- Ensure border control/closures, as necessary and needed;
- Secure critical lifelines and facilities;
- Ensure unhampered delivery of food products.





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**5. FOOD AND NON-FOOD ITEMS CLUSTER**

**Social Welfare and Development Officer – Cluster Lead**

Support Agencies

City Health Office  
City Agriculture Office  
National Dairy Authority  
National Food Authority  
Disaster Risk Reduction Management Office  
Armed Forces of the Philippines  
Price Monitoring Office  
General Services Office  
City Engineering Office  
Technical Education and Skills Development  
Authority  
Private Sector

- Provide emergency relief (food and non-food items) to families in areas under community quarantine, if necessary;
- Ensure continuous and sufficient production and supply of food and essential non-food items;
- Collaborate with the Health and Law and Order Cluster to facilitate a safe and orderly distribution system of food and non-food items and Social Amelioration Cash Pay Off;
- Activate alternative or "mobile" markets that are easily accessible to the community.



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**6. LOGISTICS CLUSTER**

**Local Executive Office – Cluster Lead**

Support Agencies

City Health Office  
General Services Office  
City Engineering Office  
Philippine National Police  
City Social Welfare Development Office  
Price Control Officer  
Reservists  
Bureau of Fire Protection  
Local Government Operations Officer  
Philippine Coast Guard  
City Agriculture Office  
National Food Authority  
Philippine Ports Authority  
Private Sector  
Civil Society Organization

- Provide mobility services to all concerned clusters;
- Ensure availability of resources, supplies, and facilities for all clusters;
- Facilitate emergency procurement processes;
- Ensure an efficient warehousing operations of resources/logistics;
- Consolidate and account all donations and assistance and report the same to the next higher Task Force;
- Identify and secure facilities and locations for isolation.



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**7. MANAGEMENT OF THE HUMAN REMAINS CLUSTER**

**Local Government Operations Officer – Cluster Lead**

**Support Agencies**

City Health Office  
City Social Welfare and Development Office  
Disaster Risk Reduction Management Office  
Public Information Office  
City Tourism Office  
School Division Officer  
Private Organizations

- Coordinate with local health and civil registrar offices to facilitate administrative requirements/ documentation for the retrieval of the COVID-19 human remains;
- Coordinate with LGUs for proper management of the human remains;
- Collaborate with appropriate agencies for psychosocial services to the bereaved families;
- Collaborate with the health authorities for the provision of technical assistance in the proper handling and management of COVID-19 human remains.





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**8. CRISIS COMMUNICATIONS CLUSTER**

**Public Information Office – Cluster Lead**

Support Agencies

Department of Health  
Disaster Risk Reduction Management Office  
Information Communication Technology  
School Division Office  
City Tourism Office  
Private Organizations  
Civil Society Organization

- Disseminate appropriate, accurate, and timely messages utilizing all available platforms;
- Manage “infodemics” (an excessive amount of information that hampers solution-identification) by ensuring a cohesive information campaign with that of TG STRATCOM;
- Address local “fake news” and other falsified information;
- Request school authorities, non-government and religious organizations, CSOs, and private sector groups for resource mobilization as force multipliers to disseminate accurate and timely messages;
- Implement measures to cultivate the adoption of desired public behavior.

**Section 5. Operational Guidelines-** To sustain COVID-19 Operations, line agencies are encouraged to organize their respective Incident Management Team (IMT) to perform the planning, organizing, staffing, directing, monitoring of response decisions, reporting development, tracking of checked-in resources, and implementation of higher management directives and the Responsible Officer shall ensure the safety of all personnel and logistical requirements and facilitate the complete demobilization process.



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**Section 6. Concept of Sustainment-**

1. In compliance with physical distancing, the CITY OF IMUS shall explore the information technology advancement in coordination and virtual conferences/meetings, information sharing, resource mapping, and tracking needed resources for response operations.
2. Concerned City agencies and Barangays shall utilize their respective resources. However, when the response activities are beyond the capacity of the member agencies and the DRRMC, provision for additional requirements shall be coordinated through the IMUS CDRRMC.

**Section 7. Inter-Agency Communication System Support-**

1. For the entire duration of the operations, the existing means of communications shall be utilized or whatever is applicable. However, the Emergency Telecommunication Cluster will be activated once communication is cut-off from the affected areas or when there is a need for additional resources for communication (personnel, technicians, communicators, etc.) based on the magnitude and scale of operations.
2. The CDRRMC shall be the main repository of reports originating from member agencies and DRRMOs relative to their actions taken thereon. Likewise, CDRRMC EOC shall serve as the center for communication in collaboration with the MACC-PNP.
3. CDRRMC Member Agencies and CDRRMO shall establish their respective Emergency Operations Center manned 24 hours to enable efficient communication to COVID-19 health efforts in the region and communities and shall provide timely reports on actions taken and COVID-19 surveillance efforts.

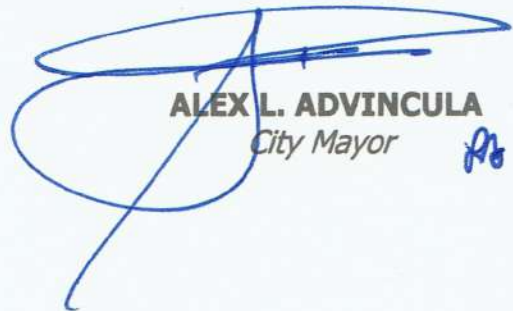
**Section 8. Incident Command System-** The structure of the Incident Command System shall be identified by the CDRRMC in a meeting to be held among its members and Barangays for its unification.



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**Section 9. Effectivity-** This shall immediately take effect upon approval.

**DONE** and **SIGNED** this 9<sup>th</sup> day of September 2022, City of Imus.



**ALEX L. ADVINCULA**  
*City Mayor* 