REPUBLIC OF THE PHILIPPINES
NATIONAL IRRIGATION ADMINISTRATION
QUEZON CITY

NATIONAL IRRIGATION ADMINISTRATION
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BY:
HRD-RECORDS SECTION

MC No. 96-A, s.2020

MEMORANDUM CIRCULAR

TO : THE SENIOR DEPUTY ADMINISTRATOR, DEPUTY ADMINISTRATORS, DEPARTMENT/REGIONAL/PROJECT MANAGERS, DIVISION MANAGERS, AND ALL OTHERS CONCERNED

SUBJECT : AMENDED PROTOCOLS ON WORKPLACE PREVENTION AND CONTROL OF COVID-19 RE LOCKDOWN

Workplace protocols are issued as a guidance for the National Irrigation Administration (NIA) operating during the Enhanced Community Quarantine (ECQ), Modified Enhanced Community Quarantine (MECQ), General Community Quarantine (GCQ), and Modified General Community Quarantine (MGCQ) and establishes the minimum health protocols and standards in light of the COVID-19 pandemic per NIA Memorandum Circular No. 96, s. 2020.

Item VII of said circular provides parameters in declaring partial or complete lockdown in concerned NIA office/s. Said item is read, as follows:

> ***"VII. LOCKDOWN***
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> *In order to reduce transmissions, contact rate and risk of infection of COVID-19, a "partial lockdown" may be declared in the event there will be at least one (1) "CONFIRMED CASE" of COVID-19, or IgM(+) in Rapid Test, in a certain department/project/division/section/unit. However, concerned NIA office shall declare a "complete lockdown" in the event there will be three (3) "CONFIRMED CASES" of COVID-19, irrespective of place of assignment. All the same, the Executive Committee, may, at its discretion and sound judgment, declare partial or complete lockdown depending on prevailing circumstances.*
>
> *Confirmed COVID-19 case refers to any NIA personnel who is tested "positive" at any national or subnational reference laboratory, or at a DOH-certified laboratory testing facility. This is regardless of whether the personnel show clinical signs and symptoms of COVID-19."*

In light of recent developments, lockdown protocols shall be amended to be read as follows:

> ***"VII. LOCKDOWN***
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> ***In order to reduce transmissions, contact rate and risk of infection of COVID-19, and to give a more focused intervention to the affected office, a "granular lockdown" may be declared in the event there will be at least one (1) "CONFIRMED CASE" of COVID-19, or Positive (+) in Rapid Antigen Test. Granular lockdown means the restriction is limited to a specific office, unit, section, division, project or department depending on its location (structural division/situation), where the said "confirmed" or "positive" person is reporting for work.***

CERTIFICATION INTERNATIONAL ISO 9001:2015
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However, concerned NIA head of office shall declare a "complete lockdown" in the entire concerned NIA office in the event there will be three (3) "CONFIRMED CASES" of COVID-19, where place of assignment is from different office, unit, section, division, project or department. Nevertheless, the concerned NIA Head of Office, may, at its discretion and sound judgment, declare granular or complete lockdown depending on prevailing circumstances.

Confirmed COVID-19 case refers to any NIA personnel who is tested "positive" at any national or subnational reference laboratory, or at a DOH-certified laboratory testing facility regardless of whether or not the personnel show clinical signs and symptoms of COVID-19."

This section is being amended in order that the operations of NIA can still continue while ensuring the safety of its personnel. Moreover, all NIA offices must, at all times, operate based on the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-MEID) guidelines for areas under ECQ, MECQ, GCQ, and MGCQ, respectively.

For guidance and strict compliance.

GEN RICARDO R VISAYA (Ret)
Administrator