



Republic of the Philippines
Office of the City Mayor
 City of Naga, 4400



PUBLIC SAFETY OFFICE

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EDITH O. BETAVARA

DATE: 4/15/20

TIME: 1:10 PM

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EXECUTIVE ORDER NO. 2020-013

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ORGANIZING THE NAGA CITY MANAGEMENT TEAM FOR DECEASED PATIENTS UNDER INVESTIGATION AND WITH CONFIRMED CORONA VIRUS DISEASE 2019 CASES, AND PROVIDING FOR ITS FUNCTIONS AND RESPONSIBILITIES

WHEREAS, it is a basic human right for every individual to have a proper and dignified management of his/her remains regardless of creed, ethnicity, race, and religious beliefs;

WHEREAS, the country is facing a public health emergency and is under the State of Calamity, pursuant to Proclamation No. 929, series of 2020, as a result of the Corona Virus Disease 2019 (COVID-19) outbreak;

WHEREAS, given the complexity of handling persons who are suspected of or are confirmed of having been infected of COVID-19, the Department of Interior and Local Government issued Memorandum Circular No. 2020-063 on 27 March 2020 entitled "Interim Guidelines on the Management of Human Remains for Patient Under Investigation (PUI) and Confirmed Corona Virus Disease 2019 (Covid-19) Cases" providing a standard process on properly managing human remains of Patient Under Investigation (PUI) and Confirmed Covid-19 Cases;

NOW THEREFORE, I, NELSON S. LEGACION, Mayor of the City of Naga, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. NAGA CITY MANAGEMENT TEAM FOR DECEASED PATIENTS UNDER INVESTIGATION AND WITH CONFIRMED CORONA VIRUS DISEASE 2019 CASES. The Naga City Management Team for Deceased Patients under Investigation and with Confirmed COVID-19 Cases are composed of the following:

Chairperson: RENNE F. GUMBA
 Public Safety Officer &
 COVID-19 Incident Management Team Commander

Members: LINO RUPERTO R. BONCODIN JR.
 Director, DILG-Naga

DOLORES P. DELOS REYES
 City Civil Registrar

City Civil Registry Office
 Naga City

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DR. VITO C. BORJA II

City Health Officer

ANNABEL SJ. VARGAS

City Social Welfare and Development Officer

ARTHUR F. ABONAL

General Services Officer

PCOL FELIX N SERVITA JR

Director, Naga City Police Office

F/CINSP EMMANUEL G. RICAFORT

Fire Marshal, Bureau of Fire Protection-Naga

ENGR. ALEXANDER N. CANING

City Engineer

ERNESTO T. ELCAMEL

City Disaster Risk Reduction and Management Officer

HON. ANTONIO B. BELTRAN

President, Liga ng mga Barangay

JESS IMPERIAL

Manager, Naga Imperial Crematorium and Columbarium

SECTION 2. FUNCTIONS AND RESPONSIBILITIES. The Team is primarily in charge of managing the proper disposition of the human remains of persons who are suspected of or are confirmed of having been infected of COVID-19.

Specifically, they are tasked to:

- a. Facilitate the designation and commissioning of reputable funeral parlors and crematoriums, as well as oversee their personnel's packaging, removal, transportation and disposition of human remains suspected or confirmed to have acquired COVID-19.
- b. Identify suitable burial sites;
- c. Recommend to the City Mayor the imposition of a price freeze on funeral services located within Naga City;
- d. Coordinate with concerned offices in the provision of needed technical assistance, orientations and/or trainings on funeral/mortuary works of designated and commissioned funeral parlors/crematoriums,



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- especially on the universal, standard and transmission-based precautions, on the proper donning, doffing and disposal of personal protective equipment, on discarding infectious wastes and on other necessary precautionary measures;
- e. Ensure proper transfer/transportation of human remains suspected or confirmed to have been infected of COVID-19;
 - f. Secure copies of accomplished Death Certificates and submit the same to concerned government agencies;
 - g. Resolve, with utmost urgency and efficiency, issues and concerns related to management of cadavers of persons under investigation and of patients confirmed to have acquired COVID-19; and,
 - h. Perform other functions as assigned by the City Mayor or as directed by relevant national agencies relative to packaging, removal, transportation and disposition of human remains suspected or confirmed to have acquired COVID-19.

SECTION 3. MEETINGS. The Team shall meet at least once a week or as often as may be necessary to resolve issues and concerns related to the implementation of the tasks and responsibilities assigned to them in this Order.

SECTION 4. REPORTING. A representative of the Team shall render report daily during the scheduled COVID-19 Incident Management Team Briefing.

SECTION 5. CONFIDENTIALITY. All information gathered by the Team and acquired through the performance of their duties shall be treated as confidential. No information shall be disclosed to the public without the authority of the City Mayor.

SECTION 6. EFFECTIVITY. This Executive Order shall take effect immediately.

Issued this 8th day of April, Two Thousand and Twenty in the City of Naga, Philippines.


NELSON S. LEGACION
City Mayor

Attested by:

FRANCISCO M. MENDOZA
Acting City Administrator