



EXECUTIVE ORDER NO. 2021-010
 VVVVVVVVVVVVVVVVVVVVVVVVVVVVVVV

**CREATING THE NAGA CITY SAFETY SEAL INSPECTION AND
 CERTIFICATION COMMITTEE**

WHEREAS, DOLE-DOH-DILG-DOT-DTI Joint Memorandum Circular No. 21- 01 (JMC), dated 23 April 2021, provides the implementing guidelines for the Safety Seal Certification Program;

WHEREAS, the aforesaid issuance was reiterated and further defined under DILG Memorandum Circular No. 2021-053, dated 12 May 2021;

WHEREAS, the Safety Seal Certification Program aims to increase compliance by private and public entities with the minimum health standards set by the government in order to arrest the further spread of COVID-19;

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. COMPOSITION. The Naga City Safety Seal Inspection and Certification Committee shall be composed of the following:

Chairman: **MRS. GREGORIA NILDA-ABONAL**
 City Treasurer &
 Head, Business Permits and Licensing Office

Members: **DR. VITO C. BORJA II**
 City Health Officer

DR. JOSEPH S. SANCHEZ
 Chief of Hospital, Naga City Hospital

MR. ERNESTO T. ELCAMEL
 City Disaster Risk Reduction and Management Officer

PCOL MARLON M CATAN
 City Director, Naga City Police Office

MR. ALLEN L. REONDANGA
 Public Information Officer

MR. REUEL M. OLIVER
 Investment and Trade Promotion Officer



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MR. ALEC A. SANTOS
Tourism Officer

SECTION 2. FUNCTIONS. Pursuant to the provisions of JMC No. 21-01, the LGU Inspection and Certification Committee shall oversee the performance of the following functions:

- a) Conduct inspection of establishments,
- b) Issuance of Safety Seal,
- c) Monitoring of compliance, and
- d) Revocations of the Seal

The aforesaid committee may create as many Inspection Teams as maybe necessary to assist in the discharge of the above-stated tasks.

SECTION 3. CERTIFICATION PROCEDURES. Private and public establishments may secure the Safety Seal on the following procedures:

- a. *By application.* An establishment shall perform self-assessment based on the checklist available under JMC 21-01 and DILG MC 2021-053 and, thereafter, submit an application before the Committee. The PNP shall join the inspection upon request of the Committee, especially in inspection of public places.
- b. *By regular visits.* During regular monitoring, the inspections teams shall determine the eligibility of the establishments on site.
- c. *By acting on complaints.* The Committee shall conduct surprise inspections of establishments upon receipt of complaints from the public

SECTION 4. DUTY TO INVENTORY. The Committee shall keep a record of the establishments it has awarded with the Safety Seal and shall post in the city's official website the said list for transparency purposes.

SECTION 5. INFORMATION CAMPAIGN ON THE SAFETY SEAL. A regular Facebook post and a dedicated section in the city's official website shall contain the following information:

- i. Implementing guidelines of the Safety Seal Program
- ii. Checklist of eligibility requirements
- iii. Contact details of the Inspection and Certification Committee and the teams it created
- iv. Complaint Hotlines
- v. Request Forms for Reassessment or Reinstatement
- vi. Such other information as maybe necessary to increase public awareness



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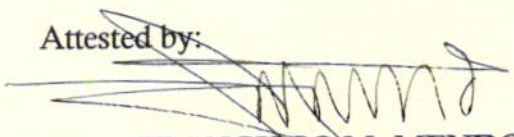


SECTION 6. EFFECTIVITY. This order shall take effect immediately.

Issued this 21st day of May, Two Thousand and Twenty One in the City of Naga,
Philippines.


NELSON S. LEGACION
City Mayor

Attested by:


FRANCISCO M. MENDOZA
Acting City Administrator