



## MEMORANDUM

**FOR** : All Quezon City Barangays  
All Departments, Offices, and Task Forces of the Quezon City Government  
The Quezon City Police District  
The General Public

**FROM** : **MA. JOSEFINA G. BELMONTE**  
City Mayor

**SUBJECT** : **MECQ Guidelines**

**DATE** : August 20, 2021

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## BACKGROUND

On August 19, 2021, the Presidential Spokesperson announced that the Inter-Agency Task Force (IATF) placed the National Capital Region under Modified Enhanced Community Quarantine (MECQ) starting on August 21, 2021. In this regard, the City hereby issues these Guidelines on the implementation of MECQ in Quezon City. These MECQ Guidelines shall take effect on August 21, 2021.

## GUIDELINES

**1. Public Safety Hours.** Public safety hours shall be **8 pm to 4 am**, provided that the City may modify these hours at any time subject to a Metro Manila Council (MMC) resolution. During public safety hours, all persons should be at home, except for persons (i) going to or returning from work as shown by company ID, work ID, APOR ID or other official ID; (ii) with confirmed vaccination schedule as shown by text message/email from the City Government (for first dose) or vaccination card; (iii) dealing with emergencies; or (iv) traveling for purposes of air/sea travel as shown by pre-booked tickets.

As a further exception, essential activities may operate on a 24 hour basis, including public transportation, couriers, cargo vehicles, market delivery/bagsakan, food take-out and delivery, pharmacies, hospitals, convenience stores, delivery of essential goods, water refilling stations and laundry shops, call centers, business process outsourcing (BPO), other businesses exporting goods or services, as well as other essential businesses that were allowed to operate even during the ECQ period.

**2. Limited Gatherings.** Gatherings of more than 10 persons shall be prohibited, except when strictly indispensable for work, government or humanitarian purposes. These exceptions shall be strictly limited to door-to-door distribution of *ayuda* (such as but not limited to financial assistance, medical assistance, food packs, etc.), the social amelioration program, vaccination activities and other highly essential activities, which in any case should be duly coordinated with and authorized by the City Government through an application to the Department of Public Order and Safety at least five (5) days in advance.

In any case, the group handling the actual door-to-door distribution should not exceed 10 persons, including any officials, community representatives or guides traveling with the donors. Donations of food or materials should be left in front of beneficiaries' houses for contactless distribution. The beneficiaries should not be allowed to come out of their houses and congregate around the donor group.

For cash distribution, the beneficiary list must be staggered through hourly schedules to prevent overcrowding at the distribution venue. Beneficiaries shall not be allowed to loiter around the cash distribution area before or after their designated schedule. Beneficiaries must also comply with the Mayor's Memorandum Circular No. 16 s. 2021, Updated Guidelines for Humanitarian and Community Service Events.

Physical religious gatherings shall not be allowed. Priests and ministers may hold services within their institutions, but only for video streaming and without a physical audience.

Wakes, funerals and internment may be allowed but must be limited to immediate family members only in accordance with Sec. 8 below, and shall strictly observe minimum public health standards.

Even if a gathering takes place under an exceptionally allowed purpose above, the organizer, venue owner or operator may be held liable for any health protocol violations, aside from the liability of the participants themselves.

All organizers of allowed gatherings should record the names and contact details of all attendees and beneficiaries. As much as is practicable, such gatherings must be held in open air venues. However, if the gathering takes place in a venue such as a function room, meeting hall, mall or building, KyusiPass digital contact tracing should be used. Manually recorded data must be captured in a database-friendly format and submitted to City authorities upon demand. The organizers shall likewise strictly enforce crowd control measures, physical distancing of no less than two-meters, and the wearing of face masks and face shields.

If violations of health protocols are observed, the DPOS shall refer the matter to the appropriate members of the Law and Order Cluster, including the Philippine National Police, for appropriate investigation and the imposition of sanctions where warranted.

**3. Limited Movement / Age Restriction.** Persons below eighteen (18) years old and above sixty-five (65) years old, and pregnant women must remain home, except when indispensable for obtaining essential goods and services (e.g., buying food/medicine, medical appointments, vaccination, passport appointments and other appointments for government services), or when necessary for work in a permitted business.

The establishment of Child-Friendly Safe Zones under the Memorandum of the Mayor dated July 14, 2021 shall remain suspended.

Persons leaving home should have: (i) a company ID or work ID, or (ii) a quarantine pass issued by the barangay; or (iii) proof of appointment for medical, government or other indispensable services, such as medical, dental, vaccination or passport appointments.

The barangay shall issue the quarantine pass to not more than one (1) person per household, preferably to a person that is fully-vaccinated and who otherwise does not have a company ID, work ID or other official ID from an MECQ allowed business or agency. The pass shall be non-transferable, and should have the bearer's name and picture. If persons use fake quarantine passes, or obtain quarantine passes under false pretenses, the City Government may file criminal actions accordingly, including charges for falsification of public documents.

Persons employed for work outside their residence that might not have official company IDs, such as family drivers or employees in micro businesses, may present their driver's license, postal ID or other government-issued ID, and any written certification from their employer, as proof of employment.

City Government department heads or Barangay captains directly executing vaccination, humanitarian or government service activities may issue IDs to bona fide volunteer

workers actually assisting in such activities. Volunteers shall be engaged only due to urgent necessity arising from lack of manpower.

Any of the foregoing shall be sufficient for presentation to law enforcement and for entry into any allowed establishment. Also, law enforcement may exercise discretion to allow travel in case of manifest emergency.

**4. Special Guidelines.** The following guidelines shall be enforced for specific businesses and activities:

**a. No Dine-in.** Restaurants and other food establishments may not provide dine-in services, whether indoor or outdoor. However, such establishments, including neighborhood bakeries and carinderias/eateries, may provide take-out or delivery services at any time, even during public safety hours.

**b. Sari-sari Stores.** Considering that *sari-sari* stores are typically located in densely populated residential areas, *sari-sari* stores must close from 8 pm to 4 am.

**c. Hawkers/Ambulant Vendors.** Hawkers/ambulant vendors with permits from the concerned barangay or Market Development and Administration Department may sell food and non-alcoholic beverages, even after public safety hours, provided that they strictly follow health and safety protocols, including use of face masks and face shields.

**d. Liquor Ban.** The retail sale and delivery of liquor at any time shall be banned. However, the transport of liquor not for purposes of selling (such as the operations of logistics hubs) shall be allowed.

**e. Exercise and Sports.** Individual outdoor exercise, such as jogging or biking, shall be allowed.<sup>1</sup> However, all indoor or outdoor sports or exercise facilities, including gyms, swimming pools and courts, shall remain closed.

**f. Logistic Hubs.** Businesses engaged in the transport and delivery of essential products shall be allowed to operate 24/7 insofar as manufacturer/seller to hub and sorting of parcels are concerned.

**g. Hotels.** Hotels and other accommodation establishments may operate only to the extent allowed by a specific Department of Tourism (DOT) authority to operate, such as for staycation or quarantine purposes<sup>2</sup> and must be in strict compliance with DOT capacity and guest limitations and guidelines.<sup>3</sup>

If an accommodation establishment is used as a quarantine facility, the quarantined guests must be restricted to their rooms, and food and supplies should be delivered directly to their rooms.

**h. Capacity Limitations and Ventilation.** All essential businesses that operate indoor facilities, such as supermarkets, *palengkes* and the like, must limit capacity to the extent necessary to ensure at least two (2) meters distance among customers. Such businesses must either ensure sufficient ventilation through open windows, or maintain efficient air conditioning systems in accordance with applicable building and health standards. The Business Permits and Licensing Department and the Department of the Building Official shall conduct random inspections of such establishments to ensure compliance with the foregoing.

**5. Allowed Businesses/Activities.** General retail, manufacturing, trading, commercial and technical services may operate, including shopping centers and malls, except for the establishments listed under Sec. 6 below (No Operations Allowed) which shall remain closed.

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<sup>1</sup> Sec. 3.16, IATF Omnibus Guidelines on the Implementation of Community Quarantine as of August 19, 2021.

<sup>2</sup> Sec. C.1, IATF Resolution No. 117 s. 2021.

<sup>3</sup> Sec. C.2, IATF Resolution No. 117 s. 2021.

**6. No Operations Allowed.** The following establishments or activities shall not be permitted to conduct operations on-site:

- a. Entertainment venues with live performers such as karaoke bars, bars, clubs, concert halls, theaters, and cinemas;
- b. Recreational venues such as internet cafes, billiard halls, amusement arcades, bowling alleys, and similar venues;
- c. Amusement parks or theme parks, fairs/*peryas*, kid amusement industries such as playgrounds, playroom, and kiddie rides;
- d. Outdoor or indoor sports or exercise facilities, including gyms, courts and swimming pools; venues for contact sports, scrimmages or games; and fitness studios, spas or other leisure centers or facilities;
- e. Casinos, cockfighting and operation of cockpits (especially community cockfighting events such as *sabong* or *tupada*), and other gaming establishments, except for gaming activities that may be exempted by IATF or national government issuances such as authorized agents of the Philippine Charity Sweepstakes Office,<sup>4</sup> horse racing,<sup>5</sup> betting shops<sup>6</sup> and e-gaming/e-bingo establishments for purposes of equipment testing and calibration.<sup>7</sup>
- f. Indoor or outdoor tourist attractions, libraries, archives, museums, galleries, and cultural shows and exhibits;
- g. Venues for meetings, incentives, conferences, and exhibitions;
- h. Personal care services which include beauty salons, beauty parlors, medical aesthetic clinics, cosmetic or derma clinics, make-up salons, nail spas, reflexology, aesthetics, wellness, and holistic centers, and other similar establishments; acupuncture and electrocautery establishments, and massage therapy including sports therapy establishments. It also includes establishments providing tanning services, body piercings, tattooing, and similar services. Home service for these activities are likewise not permitted; and
- i. Dine-in services, whether indoor or outdoor, provided that food take-out and delivery may be undertaken at any time.

**7. Restrictions on Allowed Public Transportation.** In any public transportation allowed to operate, passengers must be one seat apart. Tricycles shall have only one passenger, specifically one person in the cab/sidecar. As an exception, e-trikes and similar vehicles with larger capacity shall follow the one seat apart rule. Taxis and TNVs cannot have more than two passengers, who must both be in the back seat.

In any case, passengers must have both face masks and face shields. On the other hand, for safety reasons, the driver should have a face mask but need not wear a face shield.

The Law and Order Cluster, under the supervision of Task Force Delta Variant, shall intensify inspection of public transport vehicles plying throughout the City, including provincial buses and UV express services in the Cubao area and other public and private terminals. These inspections shall check for any individuals with symptoms who may be entering the City. If any are found, law enforcement shall immediately isolate and turn-over the symptomatic persons to City Health authorities for contact tracing and treatment.

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<sup>4</sup> Sec. C, IATF Resolution No, 115 s. 2021.

<sup>5</sup> Sec. C.3, IATF Resolution No. 114 s. 2021

<sup>6</sup> Sec. C, IATF Resolution No. 115 s. 2021.

<sup>7</sup> Letter of PAGCOR Compliance Monitoring and Enforcement Department dated May 12, 2021.

**8. Interment/Burol.** Memorial parks, cemeteries, columbariums, funeral parlors and the like may operate subject to strict compliance with health protocols. Non-COVID-19 deceased should be buried or cremated within two (2) days, provided that immediate family of not more than ten (10) persons may visit the remains of the deceased during the two day period subject to compliance to age protocol requirement (under 18 and over 65 not allowed). Home services for the deceased are prohibited.

On the other hand, COVID-19 deceased should be cremated within 12 hours of death. After cremation, immediate family of not more than ten (10) persons may hold a wake or otherwise visit the remains of the COVID-19 deceased.

**9. Responsibilities of Establishments and Building Management.** Quezon City establishments (including condominium or building managers) that become aware of any confirmed positive COVID-19 cases among their employees, tenants, residents, members or clients (regardless of the place of residence) must report the same to the City Epidemiology and Surveillance Unit (CESU)<sup>8</sup>, not later than 24 hours from receipt of test results. Establishments must cooperate with CESU, allow reasonable access to City government contact tracers, and facilitate contact tracing efforts.

Building managers must maintain a log of all building guests and visitors, including addresses and contact information, strictly using KyusiPass. The managers must disclose this log to CESU when required for contact tracing efforts, provided that CESU shall maintain strict confidentiality and data privacy over such information.

Building managers must disclose to their tenants and association members whether any COVID-19 cases have been confirmed in the building (without specifying the identities or unit locations of the cases).

Building managers, and in particular the building health and safety officer shall be responsible and accountable to monitor and help enforce health protocols. Also, if building management observes mass gatherings inside any unit, management must immediately request the concerned tenant to desist from such gatherings. If the tenant refuses, management must immediately notify the concerned Barangay and CESU.

**10. KyusiPass Contact Tracing.** Allowed business establishments in Quezon City shall strictly implement the Kyusi Pass digital contact tracing method. Business owners should secure a dedicated QR Code (location monitoring site) per establishment from the Business Permits and Licensing Department via [kyusipass.bpld@quezoncity.gov.ph](mailto:kyusipass.bpld@quezoncity.gov.ph). For clarity, an allowed lessee inside a larger establishment (such as individual stores inside a mall) should also have its own KyusiPass contact tracing log. National government institutions within Quezon City may also request for a KyusiPass QR code from the same email address. All establishments, institutions and facilities are now required to provide their QR code scanners as mandated under the City's Kyusi Pass Ordinance.

The Business Permits and Licensing Department shall inspect all business establishments to determine/evaluate compliance with the national government's Safety Seal program.

**11. Special Concern Lockdowns and Individual Quarantine.** The City shall continue to implement Special Concern Lockdowns, in accordance with the relevant ordinances, not only when vital to contain outbreaks, and also when preemptively necessary in areas with high risk of disease transmission due to widespread health protocol violations or other relevant factors.

No home quarantine shall be allowed for confirmed COVID-19 cases and symptomatic close-contacts. All confirmed cases and symptomatic close contacts shall be transferred to the City's hospitals, HOPE community caring facilities, barangay isolation facilities and national government accredited isolation hotels. Violators may be issued with Ordinance Violation Receipts (OVR). As an alternative measure to prevent imminent depletion of quarantine capacity, the City Government may declare a modified Special Concern Lockdown over the

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<sup>8</sup> CESU phone: 02-8703-2759 or 02-8703-4398; or email at [QCSurveillance@quezoncity.gov.ph](mailto:QCSurveillance@quezoncity.gov.ph)

concerned dwelling, authorize the dwelling as a temporary quarantine facility, or classify certain categories of patients as least priority for facility quarantine, subject to inspection by health authorities.

**12. Barangay Road Closures.** Barangays that wish to close any roads must file a written request with the Office of the City Administrator, copy to the Department of Public Order and Safety, citing specific reasons of health and enforcement of health protocols. Any road closure approved by the City shall be automatically lifted at the end of the allowed period.

**13. Protocols for Returning Overseas Filipinos (OFs).** Hotels and other accommodation establishments in Quezon City receiving returning OFs, whether organized by a national government agency or private entity, shall report to the Office of the City Administrator for documentation and monitoring, and for guidance on health, security, and logistics protocols. All returning OFs must complete the prescribed quarantine period for overseas returnees under Bureau of Quarantine (BOQ) protocols. In no instance shall a returning OF be allowed to take public transportation, unless the mandatory BOQ quarantine period has been completed.

The Quezon City Oplan Kalinga Technical Working Group, created pursuant to City Executive Order No. 39, S-2020, shall intensify its monitoring and inspection of the concerned hotels and other accommodation establishments.

**14. City Employees' Duty to Report for Work.** All employees and officers of the Quezon City Government shall physically report for duty except those with comorbidities, who may be allowed to work from home. Department heads shall determine whether an employee must report physically or shall be allowed to work from home.

**15. Compliance and Enforcement.** The member offices of the City's Law and Order Cluster, regulatory departments, the Barangays, and the QCPD and its Police Stations shall continue enforcing the protocols contained in these Guidelines, consistent with the Memoranda from the Mayor on Warrantless Arrests dated 13 July 2020, and on Implementation of Existing Quezon City Ordinances to Combat COVID-19, including the use of Ordinance Violation Receipts (OVR). Violators may be penalized under any applicable law, ordinance or regulation.

**16. Duration.** These Guidelines shall prevail over any previous guidelines. These Guidelines shall be subject to applicable regulations from the IATF or other relevant national agency.



**MA. JOSEFINA G. BELMONTE**  
City Mayor