



# COOPERATIVE DEVELOPMENT AUTHORITY

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October 22, 2020

## MEMORANDUM

**T O : ALL COOPERATIVES**

**SUBJECT : OBSERVANCE OF HEALTH AND SAFETY STANDARDS IN THE WORKPLACE AND IN BUSINESS OPERATION**

In view of the pandemic brought about by COVID 19, this Memorandum is hereby issued to ensure the safety and health of the members, employees and clients of the cooperatives. This also provides notice to all cooperatives to adhere to the guidelines and standards set forth by appropriate agencies.

Cooperatives are advised to constantly remind their employees to observe health practices, and follow the minimum safety measures standards in their office premises such as but not limited to:

- strict social distancing,
- wearing of face masks,
- presence of sanitation stations, and
- taking of body temperature


Further, cooperatives must also observe and comply with the following rules and guidelines issued by authorities relative to COVID-19:

- JOINT MEMORANDUM CIRCULAR NO. 20-04-A Series of 2020 of DTI AND DOLE INTERIM AND SUPPLEMENTAL GUIDELINES ON WORKPLACE PREVENTION AND CONTROL OF COVID-19  
[https://dtiwebfiles.s3-ap-southeast-1.amazonaws.com/COVID19Resources/Issuances+from+other+agencies/010520\\_DTI\\_DOLE\\_Guidelines\\_Workplace\\_Prevention\\_Control\\_COVID19.pdf](https://dtiwebfiles.s3-ap-southeast-1.amazonaws.com/COVID19Resources/Issuances+from+other+agencies/010520_DTI_DOLE_Guidelines_Workplace_Prevention_Control_COVID19.pdf)  
[https://dtiwebfiles.s3-ap-southeast-1.amazonaws.com/COVID19Resources/Issuances+from+other+agencies/150820\\_DTI-DOLE+Joint+Memorandum+Circular+No.+20-04-A.pdf](https://dtiwebfiles.s3-ap-southeast-1.amazonaws.com/COVID19Resources/Issuances+from+other+agencies/150820_DTI-DOLE+Joint+Memorandum+Circular+No.+20-04-A.pdf)



- DTI's EASING CONTROL MEASURES IN MALLS AND COMMERCIAL CENTERS UPON STRICT IMPLEMENTATION OF THE SEVEN COMMANDMENTS  
[https://dtiwebfiles.s3-ap-southeast-1.amazonaws.com/COVID19Resources/COVID-19+Advisories/2210\\_MC2055.pdf](https://dtiwebfiles.s3-ap-southeast-1.amazonaws.com/COVID19Resources/COVID-19+Advisories/2210_MC2055.pdf)
- DOLE'S LABOR ADVISORY NO. 18, SERIES OF 2020: GUIDELINES ON THE COST OF COVID-19 PREVENTION AND CONTROL MEASURES  
<https://www.dole.gov.ph/news/labor-advisory-no-18-series-of-2020-guidelines-on-the-cost-of-covid-19-prevention-and-control-measures/>
- INTER-AGENCY TASK FORCE FOR THE MANAGEMENT OF EMERGING INFECTIOUS DISEASES RESOLUTION NO. 78, SERIES OF 2020 DATED OCTOBER 8, 2020  
<https://www.doh.gov.ph/sites/default/files/health-update/IATFResolution78.pdf>
- INTER-AGENCY TASK FORCE FOR THE MANAGEMENT OF EMERGING INFECTIOUS DISEASES OMNIBUS GUIDELINES ON THE IMPLEMENTATION OF COMMUNITY QUARANTINE IN THE PHILIPPINES *with Amendments as of October 08, 2020*  
<https://www.doh.gov.ph/sites/default/files/health-update/20201008-omnibus-guidelines-on-the-implementation-of-community-quarantine-in-the-philippines.pdf>
- ADDITIONAL HEALTH INFORMATION AND PRACTICES  
<https://covid19.healthphilipinas.ph/information-for/Everyone/>  
<https://covid19.healthphilipinas.ph/information-for/businesses/>

For your information and guidance.



**RAY R. ELEVAZO, CESE, MNSA**  
Executive Director